



THURSTON COUNTY FIRE PROTECTION DISTRICTS 1 & 11  
**WEST THURSTON REGIONAL FIRE  
 AUTHORITY**



10828 Littlerock Rd SW  
 Olympia WA 98512  
 360.352.1614

**Board of Fire Commissioners General Meeting**

**Monday, July 8, 2024, at 1730 hr.**

**In-Person: 18720 Sargent Rd SW, Rochester St. 1-1**

*Zoom virtual meeting link:*

<https://us02web.zoom.us/j/86399434512?pwd=di9qSHlzVk5OSjByM1lPY3UyM2RQQT09>

*Meeting ID: 863 9943 4512*

*Passcode: 148054*

- I. CALL TO ORDER**
- II. ATTENDANCE:**
- III. ADDITIONS/DELETIONS TO AGENDA:**
- IV. PUBLIC COMMENTS/PRESENTATIONS**
- V. LABOR MANAGEMENT**
- VI. NEW BUSINESS (ACTION ITEMS)**

| ITEM  | Page(s) | RESPONSIBLE | OUTCOME        |
|---|---------|-------------|----------------|
| 1) Expenditures:<br>Accts Payable   \$71,568.13<br>Payroll           \$539,653.08<br><b>TOTAL:</b> <b>\$ 611,221.21</b><br><i>Warrants \$166,402.78</i><br><i>EFTs \$444,818.43</i> | 1-10    | Shannon     | Approve/Reject |
| 2) Meeting Minutes<br>a) June 10, 2024, General Meeting<br>b) June 24, 2024, General Meeting  | 11-14   | Shannon     | Approve/Reject |
| 3) Resolution 2024-004 Warrant Cancelations   | 15      | Shannon     | Approve/Reject |
| 4) RFQ St. 1-1 Mini-Split for Watch Office  | 16-24   | Shannon     | Approve/Reject |
| 5) Leave of Absence Policy 2021 attached  | 25-31   | Shannon     | Approve/Reject |

**VII. UNFINISHED BUSINESS (ACTION ITEMS)**

| ITEM | Page(s) | RESPONSIBLE | OUTCOME |
|------|---------|-------------|---------|
|      |         |             |         |

**VIII. UNFINISHED BUSINESS (NONACTION ITEMS)**

| <b>ITEM</b> | <b>Page(s)</b> | <b>RESPONSIBLE</b> | <b>OUTCOME</b> |
|-------------|----------------|--------------------|----------------|
|             |                |                    |                |

**IX. COMMUNICATIONS (NONACTION ITEMS)**

| <b>ITEM</b>                        | <b>Page(s)</b> | <b>RESPONSIBLE</b> | <b>OUTCOME</b> |
|------------------------------------|----------------|--------------------|----------------|
| 1) Treasurers Report for June 2024 | 32-35          | Shannon            | Informational  |
| 2) Recruit and Retention Grant     |                | Shannon            | Informational  |

**X. DEPARTMENT REPORTS**

| <b>ITEM</b>                               | <b>Page(s)</b> | <b>RESPONSIBLE</b> | <b>OUTCOME</b> |
|---|----------------|--------------------|----------------|
| 1) Chief/Safety/Training Reports          | 36-42          | Chief Smith        | Informational  |
| 2) Recruit & Retention Coordinator Report |                | Andrea Reynoldson  | Informational  |
| 3) Commissioner Meetings                  |                | BOFC               | Informational  |

**XI. GOOD OF THE ORDER:**

**XII. ADJOURNMENT:**

# VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

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| Voucher Claimant  | Trans            | Date            | Type  | Acct # | Amount    | Memo                              |
|---|------------------|-----------------|---|--------|-----------|-----------------------------------|
| 240701001 1st Security Bank                                       | 1080             | 07/08/2024      | Claims  | 6700   | 176.24    |                                   |
| <b>Invoice #</b>  | <b>Rcvd Date</b> | <b>Due Date</b> | <b>Description</b>                            |        |           | <b>Amount</b>                     |
| CHEVRON   | 06/27/2024       | 07/08/2024      | A61 T1-2 Beam Rd. Mobe                        |        |           | 42.71                             |
| SAFEWAY   | 06/27/2024       | 07/08/2024      | A61 T1-2 Beam Rd. Mobe                        |        |           | 93.65                             |
| CHERRY PATCH  | 06/27/2024       | 07/08/2024      | A61 T1-2 Beam Rd. Mobe                        |        |           | 39.88                             |
| 240701002 Bigfoot Pest Management LLC                             | 1081             | 07/08/2024      | Claims  | 6700   | 514.45    | 15564, 15565, 15560, 15569, 15567 |
| <b>Invoice #</b>  | <b>Rcvd Date</b> | <b>Due Date</b> | <b>Description</b>                            |        |           | <b>Amount</b>                     |
| 15564   | 07/03/2024       | 07/08/2024      | 1-1 Grand Mound Pest Control                  |        |           | 102.89                            |
| 15565   | 07/03/2024       | 07/08/2024      | 1-2 Littlerock Pest Control                   |        |           | 102.89                            |
| 15567   | 07/03/2024       | 07/08/2024      | 1-3 Rochester Pest Control                    |        |           | 102.89                            |
| 15560   | 07/03/2024       | 07/08/2024      | 1-4 Scott Lake Pest Control                   |        |           | 102.89                            |
| 15569   | 07/03/2024       | 07/08/2024      | 1-6 Maytown Pest Control                      |        |           | 102.89                            |
| 240701003 Brookfield Group, The                                   | 1082             | 07/08/2024      | Claims  | 6700   | 666.05    | 71534                             |
| <b>Invoice #</b>  | <b>Rcvd Date</b> | <b>Due Date</b> | <b>Description</b>                            |        |           | <b>Amount</b>                     |
| 71534   | 06/27/2024       | 07/08/2024      | Voice Hosted Srvc (July 2024)                 |        |           | 666.05                            |
| 240701004 Calica Reece Lewis                                      | 1083             | 07/08/2024      | Claims  | 6700   | 104.00    | Reimbursement                     |
| <b>Invoice #</b>  | <b>Rcvd Date</b> | <b>Due Date</b> | <b>Description</b>                            |        |           | <b>Amount</b>                     |
| REIMBURSEMENT   | 07/01/2024       | 07/08/2024      | NREMT Application Fee Reimbursement           |        |           | 104.00                            |
| 240701005 Carefirst Bluecross Blueshield<br>Payment Administrator | 1084             | 07/08/2024      | Claims  | 6700   | 261.00    | 241571001749                      |
| <b>Invoice #</b>  | <b>Rcvd Date</b> | <b>Due Date</b> | <b>Description</b>                            |        |           | <b>Amount</b>                     |
| 241571001749  | 06/27/2024       | 07/08/2024      | Harris Medical Premium                        |        |           | 261.00                            |
| 240701006 Cedar Creek Correction Center                           | 1085             | 07/08/2024      | Claims  | 6700   | 338.20    | 2406.1745                         |
| <b>Invoice #</b>  | <b>Rcvd Date</b> | <b>Due Date</b> | <b>Description</b>                            |        |           | <b>Amount</b>                     |
| 2406.1745   | 07/02/2024       | 07/08/2024      | Work Crews Jun 2024                           |        |           | 338.20                            |
| 240701007 Centralia OK Tire Inc Point S<br>Tires                  | 1086             | 07/08/2024      | Claims  | 6700   | 2,578.84  | 1131833, 1132133                  |
| <b>Invoice #</b>  | <b>Rcvd Date</b> | <b>Due Date</b> | <b>Description</b>                            |        |           | <b>Amount</b>                     |
| 1131833   | 06/12/2024       | 07/08/2024      | A76 A1-2 New Front Tires (x2)                 |        |           | 594.94                            |
| 1132133   | 06/12/2024       | 07/08/2024      | A19 A1-3 New Tires (x6) & Alignment Check     |        |           | 1,983.90                          |
| 240701008 Citi Cards  | 1087             | 07/08/2024      | Claims  | 6700   | 1,021.09  |                                   |
| <b>Invoice #</b>  | <b>Rcvd Date</b> | <b>Due Date</b> | <b>Description</b>                            |        |           | <b>Amount</b>                     |
| AMAZON  | 06/27/2024       | 07/08/2024      | 1-3 Rochester New Coffee Pot                  |        |           | 43.32                             |
| AMAZON  | 06/27/2024       | 07/08/2024      | 1-1 Grand Mound New Garbage Can               |        |           | 47.54                             |
| COSTCO  | 06/27/2024       | 07/08/2024      | Recruit Academy Celebration Cake              |        |           | 24.99                             |
| DOLLAR TREE   | 06/27/2024       | 07/08/2024      | Recruit/Fishing Derby Items (balloons)        |        |           | 8.12                              |
| TIONAL FIRE ACADEM  | 06/27/2024       | 07/08/2024      | National Fire Academy Meal Ticket (T. Sexton) |        |           | 358.23                            |
| OFFICE DEPOT  | 06/27/2024       | 07/08/2024      | Office Supplies (paper)                       |        |           | 73.68                             |
| OLYMPIC SUITES  | 06/27/2024       | 07/08/2024      | Strike Team Leader Training (C. Lyon)         |        |           | 394.86                            |
| SAFEWAY   | 06/27/2024       | 07/08/2024      | Recruit/Fishing Derby Items (balloons)        |        |           | 7.57                              |
| SAFEWAY   | 06/27/2024       | 07/08/2024      | Recruit/Swede Day Event (balloons)            |        |           | 36.73                             |
| USPS  | 06/27/2024       | 07/08/2024      | Certified Mail                                |        |           | 8.73                              |
| ZOOM  | 06/27/2024       | 07/08/2024      | Mnthly communications Service                 |        |           | 17.32                             |
| 240701009 City Of Olympia   | 1088             | 07/08/2024      | Claims  | 6700   | 15,234.62 | 10403/17256                       |
| <b>Invoice #</b>  | <b>Rcvd Date</b> | <b>Due Date</b> | <b>Description</b>                            |        |           | <b>Amount</b>                     |
| 10403/17256   | 06/14/2024       | 07/08/2024      | A09 B1-4 Quarterly Srvc                       |        |           | 1,260.61                          |
| 10403/17256   | 06/14/2024       | 07/08/2024      | A09 B1-4 Pump Test                            |        |           | 637.77                            |
| 10403/17256   | 06/14/2024       | 07/08/2024      | A30 E1-2 Open Compartment Door                |        |           | 240.24                            |
| 10403/17256   | 06/14/2024       | 07/08/2024      | A54 B1-6 Pump Test                            |        |           | 314.84                            |
| 10403/17256   | 06/14/2024       | 07/08/2024      | A54 B1-6 Annual Srvc, Misc Repairs            |        |           | 2,296.45                          |
| 10403/17256   | 06/14/2024       | 07/08/2024      | A61 T1-2 Quarterly Srvc                       |        |           | 2,984.16                          |
| 10403/17256   | 06/14/2024       | 07/08/2024      | A68 B1-2 Annual Srvc                          |        |           | 1,360.53                          |
| 10403/17256   | 06/14/2024       | 07/08/2024      | A68 B1-2 Misc Repairs                         |        |           | 986.20                            |
| 10403/17256   | 06/14/2024       | 07/08/2024      | A77 BN1-6 Annual Srvc                         |        |           | 835.41                            |

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| Voucher Claimant                                       | Trans      | Date       | Type   | Acct # | Amount   | Memo                                   |
|--|------------|------------|--|--------|----------|--|
| 10403/17256  | 06/14/2024 | 07/08/2024 | A80 T1-1 Quarterly Srvc                                |        | 4,318.41 |  |
| 240701010 City Sanitary Inc                            | 1089       | 07/08/2024 | Claims   | 6700   | 220.21   | 18434410S188, 18434223S188             |
| <b>Invoice # Rcvd Date Due Date Description Amount</b> |            |            |  |        |          |  |
| 18434410S188   | 07/02/2024 | 07/08/2024 | 1-1 Grand Mound Recycle                                |        | 189.61   |  |
| 18434223S188   | 07/02/2024 | 07/08/2024 | 1-3 Rochester Recycle                                  |        | 30.60    |  |
| 240701011 Clearfly                                     | 1090       | 07/08/2024 | Claims   | 6700   | 220.09   | 624134                                 |
| <b>Invoice # Rcvd Date Due Date Description Amount</b> |            |            |  |        |          |  |
| 624134   | 07/02/2024 | 07/08/2024 | Jul 2024 SIP Trunk Srvc                                |        | 220.09   |  |
| 240701012 Comcast                                      | 1091       | 07/08/2024 | Claims   | 6700   | 1,039.45 | 1030                                   |
| <b>Invoice # Rcvd Date Due Date Description Amount</b> |            |            |  |        |          |  |
| 1030   | 06/27/2024 | 07/08/2024 | 1-2 Littlerock Phone/Cable                             |        | 226.66   |  |
| 1030   | 06/27/2024 | 07/08/2024 | 1-6 Maytown Phone/Cable                                |        | 226.66   |  |
| 1030   | 06/27/2024 | 07/08/2024 | 1-1 Grand Mound Phone/Cable                            |        | 216.13   |  |
| 1030   | 06/27/2024 | 07/08/2024 | 1-4 Scott Lake Phone                                   |        | 171.95   |  |
| 1030   | 06/27/2024 | 07/08/2024 | 1-3 Rochester Phone/Cable                              |        | 198.05   |  |
| 240701013 Complete Hearing & Balance                   | 1092       | 07/08/2024 | Claims   | 6700   | 1,000.00 | 157159, 157375, 157354, 157416, 157357 |
| <b>Invoice # Rcvd Date Due Date Description Amount</b> |            |            |  |        |          |  |
| 157159   | 06/12/2024 | 07/08/2024 | CPT Codes 92567, 92557, 99203 (C. Ramos-Varqas)        |        | 200.00   |  |
| 157375   | 06/12/2024 | 07/08/2024 | CPT Codes 92567, 92557, 99203 (W. Ainsworth)           |        | 200.00   |  |
| 157354   | 06/12/2024 | 07/08/2024 | CPT Codes 92567, 92557, 99203 (C. Barnes)              |        | 200.00   |  |
| 157416   | 06/12/2024 | 07/08/2024 | CPT Codes 92567, 92557, 99203 (S. Garcia)              |        | 200.00   |  |
| 157357   | 06/12/2024 | 07/08/2024 | CPT Codes 92567, 92557, 99203 (T. Kendall)             |        | 200.00   |  |
| 240701014 Cummins Inc                                  | 1093       | 07/08/2024 | Claims   | 6700   | 2,807.76 | 01-22799                               |
| <b>Invoice # Rcvd Date Due Date Description Amount</b> |            |            |  |        |          |  |
| 01-22799   | 07/03/2024 | 07/08/2024 | 1-4 Scott Lake Annual Generator Maintenance, Replace   |        | 2,807.76 |  |
| 240701015 DE Lage Landen                               | 1094       | 07/08/2024 | Claims   | 6700   | 280.50   | 82764160                               |
| <b>Invoice # Rcvd Date Due Date Description Amount</b> |            |            |  |        |          |  |
| 82764160   | 06/27/2024 | 07/08/2024 | 1-2 Littlerock Copier Lease (June 2024)                |        | 280.50   |  |
| 240701016 DH Pace Company Inc.                         | 1095       | 07/08/2024 | Claims   | 6700   | 6,020.59 | 280-136899                             |
| <b>Invoice # Rcvd Date Due Date Description Amount</b> |            |            |  |        |          |  |
| 280-136899   | 07/03/2024 | 07/08/2024 | 1-3 Rochester Repair Bay Door 1, New Pulley/Operator   |        | 6,020.59 |  |
| EFT Department Of Revenue                              | 1072       | 07/08/2024 | Claims   | 6700   | 269.64   | QR2 2024 LET                           |
| <b>Invoice # Rcvd Date Due Date Description Amount</b> |            |            |  |        |          |  |
| QR2 LET  | 06/27/2024 | 07/08/2024 | QR2 LET  |        | 269.64   |  |
| 240701017 ESO Solutions, Inc.                          | 1096       | 07/08/2024 | Claims   | 6700   | 5,192.48 | 142917                                 |
| <b>Invoice # Rcvd Date Due Date Description Amount</b> |            |            |  |        |          |  |
| 142917   | 06/27/2024 | 07/08/2024 | ESO Fire Incidents, Checklists, Asset Mngmnt, Learning |        | 5,192.48 |  |
| 240701018 Eliason Nate Iver                            | 1097       | 07/08/2024 | Claims   | 6700   | 104.00   | Reimbursement                          |
| <b>Invoice # Rcvd Date Due Date Description Amount</b> |            |            |  |        |          |  |
| NREMT  | 06/28/2024 | 07/08/2024 | Reimbursement for NREMT Test                           |        | 104.00   |  |
| 240701019 First Choice Health Network                  | 1098       | 07/08/2024 | Claims   | 6700   | 141.12   | 0120292                                |
| <b>Invoice # Rcvd Date Due Date Description Amount</b> |            |            |  |        |          |  |
| 0120292  | 07/03/2024 | 07/08/2024 | EAP Mnthly Srvc June 2024                              |        | 141.12   |  |
| 240701020 Harris, Mike                                 | 1099       | 07/08/2024 | Claims   | 6700   | 15.98    | Reimbursement                          |
| <b>Invoice # Rcvd Date Due Date Description Amount</b> |            |            |  |        |          |  |
| REIMBURSEMENT  | 06/28/2024 | 07/08/2024 | RX: 7313582 & 7340633 (Fred Meyer)                     |        | 15.98    |  |



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| Voucher Claimant                               | Trans              | Date             | Type            | Acct #   | Amount        | Memo   |
|--|--------------------|------------------|-----------------|--|---------------|--|
| 240701021 Home Depot Credit Services           | 1100               | 07/08/2024       | Claims          | 6700   | 1,705.67      | 5610877, 2161610, 5162596, 1285222, 1164666                    |
|  | <b>Invoice #</b>   | <b>Rcvd Date</b> | <b>Due Date</b> | <b>Description</b>                                     | <b>Amount</b> |  |
|  | 5610877            | 06/12/2024       | 07/08/2024      | Facility Maintenance Items (garden plants, round up,   | 119.63        |  |
|  | 2161610            | 06/12/2024       | 07/08/2024      | Facility Maintenance Items (garden plants, manure,     | 40.49         |  |
|  | 5162596            | 06/12/2024       | 07/08/2024      | Facility Maintenance Items (lawn sweeper, pressure     | 1,456.82      |  |
|  | 1285222            | 06/12/2024       | 07/08/2024      | Facility Maintenance Items (garden supplies-tubing,    | 30.82         |  |
|  | 1164666            | 06/12/2024       | 07/08/2024      | Facility Maintenance Trailer Items (rust gloss paint & | 57.91         |  |
| 240701022 Hoskison Jordan Tyler                | 1101               | 07/08/2024       | Claims          | 6700   | 248.85        | Reimbursement  |
|  | <b>Invoice #</b>   | <b>Rcvd Date</b> | <b>Due Date</b> | <b>Description</b>                                     | <b>Amount</b> |  |
|  | HEHALIS OUTFITTERS | 06/13/2024       | 07/08/2024      | Duty Boots   | 248.85        |  |
| 240701023 Intelligent Technical Solutions, LLC | 1102               | 07/08/2024       | Claims          | 6700   | 5,514.48      | 156908DP, 158698   |
|  | <b>Invoice #</b>   | <b>Rcvd Date</b> | <b>Due Date</b> | <b>Description</b>                                     | <b>Amount</b> |  |
|  | 156908DP           | 06/28/2024       | 07/08/2024      | Sophos Server Renewal (x7 mnths)                       | 1,286.81      |  |
|  | 158698             | 06/28/2024       | 07/08/2024      | Mnthly Srvc. July 2024                                 | 4,227.67      |  |
| 240701024 J & I Power Equipment Inc            | 1103               | 07/08/2024       | Claims          | 6700   | 496.29        | 775044   |
|  | <b>Invoice #</b>   | <b>Rcvd Date</b> | <b>Due Date</b> | <b>Description</b>                                     | <b>Amount</b> |  |
|  | 775044             | 06/28/2024       | 07/08/2024      | New BR 600-Z Backpack Blower                           | 496.29        |  |
| 240701025 Joes Refuse Inc                      | 1104               | 07/08/2024       | Claims          | 6700   | 180.24        | 18430670S188, 18430808S188                                     |
|  | <b>Invoice #</b>   | <b>Rcvd Date</b> | <b>Due Date</b> | <b>Description</b>                                     | <b>Amount</b> |  |
|  | 18430670S188       | 07/03/2024       | 07/08/2024      | 1-3 Rochester Refuse                                   | 39.93         |  |
|  | 18430808S188       | 07/03/2024       | 07/08/2024      | 1-1 Grand Mound Refuse                                 | 140.31        |  |
| 240701026 John's Plumbing and Pumps Inc        | 1105               | 07/08/2024       | Claims          | 6700   | 2,107.43      | 36569229, 36658438   |
|  | <b>Invoice #</b>   | <b>Rcvd Date</b> | <b>Due Date</b> | <b>Description</b>                                     | <b>Amount</b> |  |
|  | 36569229           | 06/14/2024       | 07/08/2024      | 1-6 Maytown Repair Leak Around Well Head               | 1,283.50      |  |
|  | 36658438           | 06/14/2024       | 07/08/2024      | 1-1 Grand Mound Dianqose and Replace Pressure          | 823.93        |  |
| 240701027 LN Curtis & Sons Inc                 | 1106               | 07/08/2024       | Claims          | 6700   | 2,128.84      | 832281, 832592, 837965, 837951, 834701, 840460, 839505, 840475 |
|  | <b>Invoice #</b>   | <b>Rcvd Date</b> | <b>Due Date</b> | <b>Description</b>                                     | <b>Amount</b> |  |
|  | 832281             | 06/12/2024       | 07/08/2024      | Stock Srvc Kit Baqs for Air Samples                    | 422.37        |  |
|  | 832592             | 06/12/2024       | 07/08/2024      | Class B Pant/Shirt/Patch (x2) Bennett                  | 638.97        |  |
|  | 834701             | 06/12/2024       | 07/08/2024      | Class B Pans (x2) R. Stone                             | 339.07        |  |
|  | 837951             | 06/12/2024       | 07/08/2024      | Name Patch (AC Drake)                                  | 37.91         |  |
|  | 837965             | 06/12/2024       | 07/08/2024      | Helmet Passports (Fox, Hoskison, Varqas)               | 180.60        |  |
|  | 840460             | 06/12/2024       | 07/08/2024      | Structrual Gloves (x4)                                 | 366.25        |  |
|  | 839505             | 06/12/2024       | 07/08/2024      | Helmet Passports (Drake)                               | 65.11         |  |
|  | 840475             | 06/12/2024       | 07/08/2024      | A30 E1-2 Spanner Wrenches (x2)                         | 78.56         |  |
| 240701028 Lincoln Creek Lumber                 | 1107               | 07/08/2024       | Claims          | 6700   | 29.06         | 442510   |
|  | <b>Invoice #</b>   | <b>Rcvd Date</b> | <b>Due Date</b> | <b>Description</b>                                     | <b>Amount</b> |  |
|  | 442510             | 06/28/2024       | 07/08/2024      | Facility Maintenance Supplies (tubing, elbows,         | 29.06         |  |
| 240701029 Mountain Mist Water                  | 1108               | 07/08/2024       | Claims          | 6700   | 345.86        | 29585  |
|  | <b>Invoice #</b>   | <b>Rcvd Date</b> | <b>Due Date</b> | <b>Description</b>                                     | <b>Amount</b> |  |
|  | 29585              | 07/03/2024       | 07/08/2024      | 1-2 Littlerock Water                                   | 88.08         |  |
|  | 29585              | 07/03/2024       | 07/08/2024      | 1-6 Maytown Water                                      | 44.23         |  |
|  | 29585              | 07/03/2024       | 07/08/2024      | 1-1 Grand Mound Water                                  | 155.78        |  |
|  | 29585              | 07/03/2024       | 07/08/2024      | 1-3 Rochester Water                                    | 57.77         |  |
| 240701030 Northwest Water Systems              | 1109               | 07/08/2024       | Claims          | 6700   | 597.51        | 14615, 14757, 14886  |
|  | <b>Invoice #</b>   | <b>Rcvd Date</b> | <b>Due Date</b> | <b>Description</b>                                     | <b>Amount</b> |  |
|  | 14615              | 06/28/2024       | 07/08/2024      | 1-1 Grand Mound Water Srvc                             | 199.17        |  |
|  | 14757              | 06/28/2024       | 07/08/2024      | 1-2 Littlerock Water Srvc                              | 199.17        |  |

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| Voucher Claimant  | Trans            | Date             | Type            | Acct #   | Amount        | Memo  |
|---|------------------|------------------|-----------------|--|---------------|---|
|   | 14886            | 06/28/2024       | 07/08/2024      | 1-6  | 199.17        | Maytown Water Srvc                          |
| 240701031 On-Hold Concepts Inc                                  | 1110             | 07/08/2024       | Claims          | 6700   | 19.95         | 641300                                      |
|   | <b>Invoice #</b> | <b>Rcvd Date</b> | <b>Due Date</b> | <b>Description</b>                                       | <b>Amount</b> |   |
|   | 641300           | 06/28/2024       | 07/08/2024      | Mnthly On Hold Music                                     | 19.95         |   |
| 240701032 Patraca Linda Ellen                                   | 1111             | 07/08/2024       | Claims          | 6700   | 117.92        | Reimbursement                               |
|   | <b>Invoice #</b> | <b>Rcvd Date</b> | <b>Due Date</b> | <b>Description</b>                                       | <b>Amount</b> |   |
|   | REIMBURSEMENT    | 06/28/2024       | 07/08/2024      | Mileage QR2 2024   | 117.92        |   |
| 240701033 Pilot Travel Centers LLC                              | 1112             | 07/08/2024       | Claims          | 6700   | 494.82        | 669748242                                   |
|   | <b>Invoice #</b> | <b>Rcvd Date</b> | <b>Due Date</b> | <b>Description</b>                                       | <b>Amount</b> |   |
|   | 669748242        | 07/03/2024       | 07/08/2024      | A77 BN1-6  | 232.01        |   |
|   | 669748242        | 07/03/2024       | 07/08/2024      | A23 TO1-3  | 123.43        |   |
|   | 669748242        | 07/03/2024       | 07/08/2024      | A25 CH1-2  | 33.38         |   |
|   | 669748242        | 07/03/2024       | 07/08/2024      | A24 BN1  | 106.00        |   |
| 240701034 Pioneer Fire And Security Inc                         | 1113             | 07/08/2024       | Claims          | 6700   | 568.60        | 120137, 119839, 119837, 119836, 119838      |
|   | <b>Invoice #</b> | <b>Rcvd Date</b> | <b>Due Date</b> | <b>Description</b>                                       | <b>Amount</b> |   |
|   | 120137           | 06/28/2024       | 07/08/2024      | 1-1 Grand Mound QR3 2024 Fire Alarm Monitoring           | 113.72        |   |
|   | 119839           | 06/28/2024       | 07/08/2024      | 1-2 Littlerock QR3 2024 Fire Alarm Monitoring            | 113.72        |   |
|   | 119837           | 06/28/2024       | 07/08/2024      | 1-3 Rochester QR3 2024 Fire Alarm Monitoring             | 113.72        |   |
|   | 119836           | 06/28/2024       | 07/08/2024      | 1-4 Scott Lake QR3 2024 Fire Alarm Monitoring            | 113.72        |   |
|   | 119838           | 06/28/2024       | 07/08/2024      | 1-6 Maytown QR3 2024 Fire Alarm Monitoring               | 113.72        |   |
| 240701035 Propane Northwest                                     | 1114             | 07/08/2024       | Claims          | 6700   | 1,143.18      | 1513823600                                  |
|   | <b>Invoice #</b> | <b>Rcvd Date</b> | <b>Due Date</b> | <b>Description</b>                                       | <b>Amount</b> |   |
|   | 1513823600       | 06/28/2024       | 07/08/2024      | 1-2 Littlerock Propane (653.60 gal)                      | 1,143.18      |   |
| 240701036 Puget Sound Energy                                    | 1115             | 07/08/2024       | Claims          | 6700   | 4,850.43      |   |
|   | <b>Invoice #</b> | <b>Rcvd Date</b> | <b>Due Date</b> | <b>Description</b>                                       | <b>Amount</b> |   |
|   | 200017639499     | 06/28/2024       | 07/08/2024      | 1-1 Grand Mound budget plan May 2024                     | 2,208.00      |   |
|   | 220025935044     | 06/28/2024       | 07/08/2024      | 1-2 Littlerock budget plan Jun 2024                      | 880.39        |   |
|   | 220033813829     | 06/28/2024       | 07/08/2024      | 1-3 Rochester Jun 2024                                   | 1,019.43      |   |
|   | 220025935051     | 06/28/2024       | 07/08/2024      | 1-4 Scott Lake budget plan Jun 2024                      | 28.61         |   |
|   | 220025935069     | 06/28/2024       | 07/08/2024      | 1-6 Maytown budget plan May 2024                         | 544.00        |   |
|   | 220006625754     | 06/28/2024       | 07/08/2024      | 1-7 Old Hwy 99 budget plan May 2024                      | 170.00        |   |
| 240701037 Radia Inc PS  | 1116             | 07/08/2024       | Claims          | 6700   | 186.00        | ZC6S5Z4, ZC7URPM                            |
|   | <b>Invoice #</b> | <b>Rcvd Date</b> | <b>Due Date</b> | <b>Description</b>                                       | <b>Amount</b> |   |
|   | ZC7URPM          | 06/28/2024       | 07/08/2024      | CPT Code 71046 (G. Smith)                                | 93.00         |   |
|   | ZC6S5Z4          | 06/28/2024       | 07/08/2024      | CPT Code 71046 (C. Barnes)                               | 93.00         |   |
| 240701038 Rochester Lumber                                      | 1117             | 07/08/2024       | Claims          | 6700   | 156.40        | 1229262, 1228829, 1230228, 1230506, 1230310 |
|   | <b>Invoice #</b> | <b>Rcvd Date</b> | <b>Due Date</b> | <b>Description</b>                                       | <b>Amount</b> |   |
|   | 1229262          | 06/12/2024       | 07/08/2024      | Readerboard Trailer Tonque Lock                          | 63.84         |   |
|   | 1228829          | 06/12/2024       | 07/08/2024      | Diesel Trailer pump                                      | 20.02         |   |
|   | 1230228          | 06/12/2024       | 07/08/2024      | Facility Maintenance Items (chain, bolts, hardware)      | 13.73         |   |
|   | 1230506          | 06/12/2024       | 07/08/2024      | Facility Maintenance - Repair blower (bond resin, cloth) | 36.09         |   |
|   | 1230310          | 06/12/2024       | 07/08/2024      | Facility Maintenance Items (sand disk, galvanized)       | 22.72         |   |
| 240701039 Rochester Water Association                           | 1118             | 07/08/2024       | Claims          | 6700   | 55.93         | 100100                                      |
|   | <b>Invoice #</b> | <b>Rcvd Date</b> | <b>Due Date</b> | <b>Description</b>                                       | <b>Amount</b> |   |
|   | 100100           | 06/28/2024       | 07/08/2024      | 1-3 Rochester Water Srvc                                 | 55.93         |   |
| 240701040 Scott Lake Maintenance Co<br>C/O Northwest Water Syst | 1119             | 07/08/2024       | Claims          | 6700   | 119.10        | 2267600                                     |
|   | <b>Invoice #</b> | <b>Rcvd Date</b> | <b>Due Date</b> | <b>Description</b>                                       | <b>Amount</b> |   |
|   | 2267600          | 07/03/2024       | 07/08/2024      | 1-4 Scott Lake Water Srvc                                | 119.10        |   |

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|--|------------------|------------------|-----------------|--|----------|-----------------------------------|---------------|
| 240701041 Sound Apparel LLC                    | 1120             | 07/08/2024       | Claims          | 6700   | 2,913.49 | TG5342                            |               |
|  | <b>Invoice #</b> | <b>Rcvd Date</b> | <b>Due Date</b> | <b>Description</b>                                   |          |                                   | <b>Amount</b> |
|  | TG5342           | 06/28/2024       | 07/08/2024      | T-Shirts (x183), Caps (x14), Logo Imprints           |          |                                   | 2,913.49      |
| 240701042 South Sound Radiology                | 1121             | 07/08/2024       | Claims          | 6700   | 186.00   | ZC4HXTX, ZC8BG51                  |               |
|  | <b>Invoice #</b> | <b>Rcvd Date</b> | <b>Due Date</b> | <b>Description</b>                                   |          |                                   | <b>Amount</b> |
|  | ZC4HXTX          | 06/12/2024       | 07/08/2024      | CPT Code 71046 (T. Kendall)                          |          |                                   | 93.00         |
|  | ZC8BG51          | 06/12/2024       | 07/08/2024      | CPT Code 71046 (M. Visser)                           |          |                                   | 93.00         |
| 240701043 State Auditors Office                | 1122             | 07/08/2024       | Claims          | 6700   | 1,321.45 | L162075                           |               |
|  | <b>Invoice #</b> | <b>Rcvd Date</b> | <b>Due Date</b> | <b>Description</b>                                   |          |                                   | <b>Amount</b> |
|  | L162075          | 06/28/2024       | 07/08/2024      | 2020-2022 Accountability/Financial Audit (May 2024)  |          |                                   | 1,321.45      |
| 240701044 Stericycle Inc                       | 1123             | 07/08/2024       | Claims          | 6700   | 65.75    | 8007589157                        |               |
|  | <b>Invoice #</b> | <b>Rcvd Date</b> | <b>Due Date</b> | <b>Description</b>                                   |          |                                   | <b>Amount</b> |
|  | 8007589157       | 06/28/2024       | 07/08/2024      | 1-3 Rochester Hazo Waste                             |          |                                   | 65.75         |
| 240701045 Systems Design West LLC              | 1124             | 07/08/2024       | Claims          | 6700   | 1,882.68 | 20241028                          |               |
|  | <b>Invoice #</b> | <b>Rcvd Date</b> | <b>Due Date</b> | <b>Description</b>                                   |          |                                   | <b>Amount</b> |
|  | 20241028         | 06/28/2024       | 07/08/2024      | May Transports (x66)                                 |          |                                   | 1,882.68      |
| 240701046 Tumwater Eye Center, Inc.            | 1125             | 07/08/2024       | Claims          | 6700   | 2,282.00 | 24089, 33064, 33061, 33036, 33048 |               |
|  | <b>Invoice #</b> | <b>Rcvd Date</b> | <b>Due Date</b> | <b>Description</b>                                   |          |                                   | <b>Amount</b> |
|  | 24089            | 06/12/2024       | 07/08/2024      | CPT Codes: 92004, 92015, 92250 (W. Ainsworth)        |          |                                   | 415.00        |
|  | 33064            | 06/12/2024       | 07/08/2024      | CPT Codes: 92004, 92015, 92250, 92083, 92133, 76514  |          |                                   | 622.00        |
|  | 33061            | 06/12/2024       | 07/08/2024      | CPT Codes: 92004, 92015, 92250 (J. Hayes)            |          |                                   | 415.00        |
|  | 33036            | 06/12/2024       | 07/08/2024      | CPT Codes: 92004, 92015, 92250 (T. Kendall)          |          |                                   | 415.00        |
|  | 33048            | 06/12/2024       | 07/08/2024      | CPT Codes: 92004, 92015, 92250 (G. Smith)            |          |                                   | 415.00        |
| 240701047 Tumwater Family Practice LLC         | 1126             | 07/08/2024       | Claims          | 6700   | 1,158.00 | TUM553146, TUM553097              |               |
|  | <b>Invoice #</b> | <b>Rcvd Date</b> | <b>Due Date</b> | <b>Description</b>                                   |          |                                   | <b>Amount</b> |
|  | TUM553146        | 07/03/2024       | 07/08/2024      | CPT Codes: 99385, 94010, 93000, 87389, 86580, 80061, |          |                                   | 624.00        |
|  | TUM553097        | 07/03/2024       | 07/08/2024      | CPT Codes: 99385, 94010, 93000, 86580) M. Visser     |          |                                   | 534.00        |
| 240701048 Verizon Wireless                     | 1127             | 07/08/2024       | Claims          | 6700   | 342.86   | 9966393781, 9967402267            |               |
|  | <b>Invoice #</b> | <b>Rcvd Date</b> | <b>Due Date</b> | <b>Description</b>                                   |          |                                   | <b>Amount</b> |
|  | 9966393781       | 06/28/2024       | 07/08/2024      | Apparatus Cells                                      |          |                                   | 49.35         |
|  | 9967402267       | 06/28/2024       | 07/08/2024      | R&R Coordinator Cells                                |          |                                   | 41.97         |
|  | 9967402267       | 06/28/2024       | 07/08/2024      | Captain Cells  |          |                                   | 171.52        |
|  | 9967402267       | 06/28/2024       | 07/08/2024      | Modems   |          |                                   | 80.02         |
| 240701049 Wells Fargo Financial Leasing        | 1128             | 07/08/2024       | Claims          | 6700   | 85.57    | 5030189805                        |               |
|  | <b>Invoice #</b> | <b>Rcvd Date</b> | <b>Due Date</b> | <b>Description</b>                                   |          |                                   | <b>Amount</b> |
|  | 5030189805       | 06/13/2024       | 07/08/2024      | 1-1 Grand Mound Copier Lease (6/7-7/6)               |          |                                   | 85.57         |
| 240701050 West Thurston Reg Fire PETTY<br>CASH | 1129             | 07/08/2024       | Claims          | 6700   | 11.50    |                                   |               |
|  | <b>Invoice #</b> | <b>Rcvd Date</b> | <b>Due Date</b> | <b>Description</b>                                   |          |                                   | <b>Amount</b> |
|  | PETTY CASH       | 07/03/2024       | 07/08/2024      | Repayment of ACH Transaction Fees (May 2024)         |          |                                   | 11.50         |
| 240701051 Wilcox & Flegel                      | 1130             | 07/08/2024       | Claims          | 6700   | 1,982.21 | 0877520-IN, 0877503-IN, CL34107   |               |
|  | <b>Invoice #</b> | <b>Rcvd Date</b> | <b>Due Date</b> | <b>Description</b>                                   |          |                                   | <b>Amount</b> |
|  | 0877520-IN       | 06/28/2024       | 07/08/2024      | 1-1 Grand Mound Diesel (80 gal)                      |          |                                   | 301.33        |
|  | 0877503-IN       | 06/28/2024       | 07/08/2024      | 1-2 Littlerock Diesel (180 gal)                      |          |                                   | 678.01        |
|  | CL34107          | 06/28/2024       | 07/08/2024      | A25 CH1-2  |          |                                   | 46.23         |
|  | CL34107          | 06/28/2024       | 07/08/2024      | A14 SU1-8  |          |                                   | 93.83         |
|  | CL34107          | 06/28/2024       | 07/08/2024      | A77 BN1-6  |          |                                   | 409.40        |
|  | CL34107          | 06/28/2024       | 07/08/2024      | A73 U1-2   |          |                                   | 395.79        |
|  | CL34107          | 06/28/2024       | 07/08/2024      | A07 E1-7   |          |                                   | 57.62         |
| 240701052 Wilson Parts Corp                    | 1131             | 07/08/2024       | Claims          | 6700   | 63.75    | 003772, 3739                      |               |

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| <b>Invoice #</b> | <b>Rcvd Date</b> | <b>Due Date</b> | <b>Description</b>                                 |        | <b>Amount</b> |      |
| 003772           | 06/28/2024       | 07/08/2024      | Apparatus Maintenance (polish)                     |        | 10.36         |      |
| 003739           | 06/28/2024       | 07/08/2024      | Apparatus Maintenance (polish, cloths, wax, shine) |        | 53.39         |      |

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71,568.13

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|---|-------|------------|---------|--------|-----------|------|
| 240701053 Aflac   | 1132  | 07/08/2024 | Payroll | 6700   | 484.51    |      |
| 240701054 Benefit Solutions Inc-WSCFF                   | 1133  | 07/08/2024 | Payroll | 6700   | 2,325.00  |      |
| EFT Bennett Matthew Shaun                               | 1005  | 07/15/2024 | Payroll | 6700   |           |      |
| EFT Bennett Matthew Shaun                               | 1037  | 07/31/2024 | Payroll | 6700   |           |      |
| 240701104 Berryman Thomas A                             | 1019  | 07/10/2024 | Payroll | 6700   |           |      |
| EFT Betts Brandon John                                  | 1038  | 07/31/2024 | Payroll | 6700   |           |      |
| EFT Brownell Scott Lee                                  | 1020  | 07/10/2024 | Payroll | 6700   |           |      |
| EFT Christenson Brian David                             | 1039  | 07/31/2024 | Payroll | 6700   |           |      |
| EFT Cooke Hans Robert                                   | 1040  | 07/31/2024 | Payroll | 6700   |           |      |
| EFT Cooper Bailey Andrew                                | 1041  | 07/31/2024 | Payroll | 6700   |           |      |
| EFT Crabb William Nicholas                              | 1021  | 07/10/2024 | Payroll | 6700   |           |      |
| EFT Culleton Thomas P                                   | 1022  | 07/10/2024 | Payroll | 6700   |           |      |
| EFT Davis Dustin James                                  | 1042  | 07/31/2024 | Payroll | 6700   |           |      |
| EFT Dean Sarah Linnea                                   | 1043  | 07/31/2024 | Payroll | 6700   |           |      |
| EFT Department Of Retirement Services Deferred Comp     | 1073  | 07/08/2024 | Payroll | 6700   | 36,912.68 |      |
| EFT Department Of Retirement Systems Retirement         | 1074  | 07/08/2024 | Payroll | 6700   | 44,059.26 |      |
| EFT Department Of The Treasury                          | 1075  | 07/08/2024 | Payroll | 6700   | 55,819.24 |      |
| EFT Dept Of Labor & Industries                          | 1076  | 07/08/2024 | Payroll | 6700   | 50,367.55 |      |
| EFT Devert Brent Nathaniel                              | 1044  | 07/31/2024 | Payroll | 6700   |           |      |
| 240701055 Dimartino Associates Brown & Brown of WA, Inc | 1134  | 07/08/2024 | Payroll | 6700   | 2,449.67  |      |
| EFT Drake Nathan Tyler                                  | 1045  | 07/31/2024 | Payroll | 6700   |           |      |
| EFT Employment Security Department                      | 1077  | 07/08/2024 | Payroll | 6700   | 3,618.93  |      |
| EFT Employment Security Dept PFMLA - WALTC              | 1078  | 07/08/2024 | Payroll | 6700   | 10,487.30 |      |
| EFT Fox Timothy Andrew                                  | 1046  | 07/31/2024 | Payroll | 6700   |           |      |
| 240701056 GET Program                                   | 1135  | 07/08/2024 | Payroll | 6700   | 287.00    |      |
| EFT Garza Isaac Wayne                                   | 1006  | 07/15/2024 | Payroll | 6700   |           |      |
| EFT Garza Isaac Wayne                                   | 1047  | 07/31/2024 | Payroll | 6700   |           |      |
| 240701057 HRA VEBA Trust                                | 1136  | 07/08/2024 | Payroll | 6700   | 27,212.01 |      |
| EFT Hall Aaron David                                    | 1007  | 07/15/2024 | Payroll | 6700   |           |      |
| EFT Hall Aaron David                                    | 1048  | 07/31/2024 | Payroll | 6700   |           |      |
| EFT Harding Arthur James William                        | 1023  | 07/10/2024 | Payroll | 6700   |           |      |
| EFT Heilman Chris Douglas                               | 1049  | 07/31/2024 | Payroll | 6700   |           |      |
| EFT Hemminger Shannon Marie                             | 1050  | 07/31/2024 | Payroll | 6700   |           |      |
| EFT Hoskison Jordan Tyler                               | 1051  | 07/31/2024 | Payroll | 6700   |           |      |
| EFT Hull Nathan Scott                                   | 1052  | 07/31/2024 | Payroll | 6700   |           |      |
| 240701058 IAFF Local 3825 Treasurer                     | 1137  | 07/08/2024 | Payroll | 6700   | 6,432.16  |      |
| EFT Josselyn Jesse West                                 | 1024  | 07/10/2024 | Payroll | 6700   |           |      |
| EFT Kaleiwahea Blake William                            | 1053  | 07/31/2024 | Payroll | 6700   |           |      |
| EFT Kautz Austin Robert                                 | 1025  | 07/10/2024 | Payroll | 6700   |           |      |
| EFT Kondrack Andrew Joseph                              | 1054  | 07/31/2024 | Payroll | 6700   |           |      |
| EFT Lohse Ryan Jacob                                    | 1055  | 07/31/2024 | Payroll | 6700   |           |      |
| EFT Loofbourow Josh Kenneth                             | 1026  | 07/10/2024 | Payroll | 6700   |           |      |
| EFT Lyon Colby Wayne                                    | 1008  | 07/15/2024 | Payroll | 6700   |           |      |
| EFT Lyon Colby Wayne                                    | 1056  | 07/31/2024 | Payroll | 6700   |           |      |
| EFT McGeary Michael C                                   | 1027  | 07/10/2024 | Payroll | 6700   |           |      |
| EFT Miller Devann Munroe                                | 1057  | 07/31/2024 | Payroll | 6700   |           |      |
| EFT Morales Michael Lawrence                            | 1058  | 07/31/2024 | Payroll | 6700   |           |      |
| EFT Palmerson Erik Morgan                               | 1009  | 07/15/2024 | Payroll | 6700   |           |      |
| EFT Palmerson Erik Morgan                               | 1059  | 07/31/2024 | Payroll | 6700   |           |      |
| EFT Parker Gregory Jerel                                | 1010  | 07/15/2024 | Payroll | 6700   |           |      |
| EFT Parker Gregory Jerel                                | 1060  | 07/31/2024 | Payroll | 6700   |           |      |

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|--|-------|------------|---------|--------|------------|------|
| EFT Patraca Linda Ellen                    | 1061  | 07/31/2024 | Payroll | 6700   |            |      |
| EFT Reed Michael David                     | 1028  | 07/10/2024 | Payroll | 6700   |            |      |
| EFT Reynoldson Andrea Gail                 | 1062  | 07/31/2024 | Payroll | 6700   |            |      |
| 240701114 Ricks John Rual                  | 1029  | 07/10/2024 | Payroll | 6700   |            |      |
| EFT Ruiz Steve Shane                       | 1030  | 07/10/2024 | Payroll | 6700   |            |      |
| EFT Santee Ricardo Leon                    | 1063  | 07/31/2024 | Payroll | 6700   |            |      |
| EFT Scott Robert William                   | 1031  | 07/10/2024 | Payroll | 6700   |            |      |
| EFT Sexton Thomas Edward                   | 1064  | 07/31/2024 | Payroll | 6700   |            |      |
| EFT Singleton Charles Ed                   | 1065  | 07/31/2024 | Payroll | 6700   |            |      |
| EFT Smith Eric David                       | 1011  | 07/15/2024 | Payroll | 6700   |            |      |
| EFT Smith Eric David                       | 1066  | 07/31/2024 | Payroll | 6700   |            |      |
| EFT Smith Rob Dean                         | 1032  | 07/10/2024 | Payroll | 6700   |            |      |
| EFT Spiegelberg John Steven                | 1033  | 07/10/2024 | Payroll | 6700   |            |      |
| EFT Stone Roger Lee                        | 1067  | 07/31/2024 | Payroll | 6700   |            |      |
| EFT Swecker Joel Anthony                   | 1012  | 07/15/2024 | Payroll | 6700   |            |      |
| EFT Swecker Joel Anthony                   | 1068  | 07/31/2024 | Payroll | 6700   |            |      |
| 240701119 Teitzel Steven David             | 1034  | 07/10/2024 | Payroll | 6700   |            |      |
| EFT Trautman Alexander Paul                | 1069  | 07/31/2024 | Payroll | 6700   |            |      |
| EFT Trott Thomas John                      | 1070  | 07/31/2024 | Payroll | 6700   |            |      |
| 240701059 Trusteed Plans                   | 1138  | 07/08/2024 | Payroll | 6700   | 53,954.28  |      |
| 240701120 Vargas Julio Cesar               | 1035  | 07/10/2024 | Payroll | 6700   |            |      |
| 240701121 Visser Miranda Louise            | 1036  | 07/10/2024 | Payroll | 6700   |            |      |
| EFT Washington State Support Registry      | 1079  | 07/08/2024 | Payroll | 6700   | 768.66     |      |
| 240701060 West Thurston Fire - House Funds | 1139  | 07/08/2024 | Payroll | 6700   | 210.00     |      |
| EFT White Christopher Charles              | 1071  | 07/31/2024 | Payroll | 6700   |            |      |
| 76 Vouchers:                               |       |            |         |        | 539,653.08 |      |



THURSTON COUNTY FIRE PROTECTION DISTRICTS 1 & 11  
**WEST THURSTON REGIONAL FIRE  
AUTHORITY**



10828 Littlerock Rd SW  
Olympia WA 98512  
360.352.1614

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June 10, 2024 – Governing Board Business Meeting at 10828 Littlerock Rd SW, Olympia St. 1-2

**Call to Order/Attendance:** Commissioner Dahl called the meeting to order at 17:30 hours.

**Commissioners:** Scott, Ricks, Culleton, Reed, Merryman,

**Chief:** R. Smith

**Asst. Chief:** N. Drake

**Battalion Chief:** R. Stone

**Captains:** B. Christenson (Zoom)

**Lieutenants:** E. Palmerson, C. Lyon

**Firefighters:** R. Lohse, J. Hoskison (Zoom), B. Kaleiwahea (Zoom)

**Volunteer:**

**Admin:** Admin Svcs Director/Secretary S. Hemminger, Recruit and Retention Coordinator A. Reynoldson

**Union Representative:** A. Trautman

**Guests:** Linda Shea, Diana Balsam (Zoom), Jennifer Whisler (Zoom)

**Additions/Deletions to the Agenda:** Commissioner Dahl recognized Chief Rob Smith for his years of service with WTRFA and acknowledged Captain Nathan Drake as the new Acting Asst. Chief.

**Public Comments/Presentations:** None

**Labor Management:** A. Trautman – FF/EMT Tom Sexton is temporarily being promoted to Lt. in charge of training. Trautman confirmed two FF/EMT’s out on injuries and Part-Time Temporary FF/EMT’s filling their shifts.

**New Business:**

1. Expenditure Approval. Commissioner Scott moved to approve the total expenditure amount of \$529,679.41. Commissioner Culleton seconded the motion. Motion carried 6-0.
2. Meeting Minutes. Commissioner Merryman moved to approve the May 13, 2024, meeting minutes. Commissioner Scott seconded the motion. Motion carried 6-0.
3. Proposal to transition from ER to ESO. Commissioner Ricks moved to approve the transition from ER to ESO along with the costs incurred. Commissioner Reed seconded the motion. Motion carried 6-0
4. External Meeting Assignments.
  - EMS Council – Commissioner Ricks
  - WTFLS – Commissioner Ricks
  - TC Fire Commissioners – Commissioner Ricks and Commissioner Culleton
  - Strength of Purpose - Commissioner Ricks and Commissioner Culleton
5. Maintenance and Operation Levy – Commissioner Merryman requested the Board meet twice a month until a Chief can be hired. The board agreed they will meet on the second and fourth Monday of each month. The Board Secretary will inquire about outside companies that run Levies for Fire Departments.
6. Beaver Creek Property – Purchase and Sales agreement was presented by Scheibmeir, Kelly & Nelson, P.S. for consideration of the sale of the Beaver Creek Property. Discuss was had if this property is to be sold, it

should be listed by a realty company and open to the public for a transparent sale. Commissioner Culleton moved to have the Purchase and Sales Agreement reviewed by the RFA Attorney. Commissioner Scott seconded the motion. Motion carried 6-0.

7. Chief Position. No applications have been received to date, closing date for applications is June 25<sup>th</sup>, 2024. The Board Secretary will research hiring companies should the RFA need to utilize them. Commissioner Merryman wants input from staff on what qualities they would like the new Chief to have. Union Representative A. Trautman advised he will get input and report back at the June 24, 2024, meeting. A discussion was had whether Acting Asst. Chief Drake should receive a pay increase while filling both roles, Commissioner Dahl and Union Representative A. Trautman to discuss.

**Unfinished Business (action items):**

**Unfinished Business (non-action items):**

**Communications:**

1. May 2024 Thurston County Treasurers report presented.
2. FF/EMT T. Sexton was chosen to backfill the Training Officer position at a Lieutenant level. There is an MOU in place to backfill his position while he is assuming the Training Officer role.
3. County Commissioner letter regarding Timber Harvest Capitol Forest received and presented to the Board. Commissioner Merryman suggested inviting the RFA's Dist. Commissioner Wayne Fournier to a meeting for Q & A.

**Chief/Training/EMS Reports:** Refer to printed reports.

**Recruit & Retention Coordinator Update:** Refer to printed report.

**Commissioner Reports:**

**Good of the Order:**

**Adjournment:** The board adjourned the meeting at 1902 hours.

Submitted for Board approval by:

\_\_\_\_\_  
Shannon Hemminger, Secretary

\_\_\_\_\_  
Calvin Dahl, Board Member

\_\_\_\_\_  
Robert Scott, Board Member

\_\_\_\_\_  
Jeff Merryman, Board Member

\_\_\_\_\_  
John Ricks, Board Member

\_\_\_\_\_  
Tom Culleton, Board Member

\_\_\_\_\_  
Mike Reed, Board Member





THURSTON COUNTY FIRE PROTECTION DISTRICTS 1 & 11  
**WEST THURSTON REGIONAL FIRE  
AUTHORITY**



10828 Littlerock Rd SW  
Olympia WA 98512  
360.352.1614

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June 24, 2024 – Governing Board Business Meeting at 10828 Littlerock Rd SW, Olympia St. 1-2

**Call to Order/Attendance:** Commissioner Dahl called the meeting to order at 17:30 hours.

**Commissioners:** Scott, Ricks, Culleton, Reed, Merryman,

**Chief:**

**Asst. Chief:** N. Drake

**Battalion Chief:** R. Stone

**Captains:** B. Christenson

**Lieutenants:** M. Morales

**Firefighters:** T. Fox, A. Kondrack,

**Volunteer:**

**Admin:** Admin Svcs Director/Secretary S. Hemminger

**Union Representative:** A. Trautman

**Guests:** Chief A. Schaffran, Pam Pannkuk, Emily Morales (Zoom), Linda Patraca (Zoom), Diana Balsam (Zoom)

**Additions/Deletions to the Agenda:** None

**Public Comments/Presentations:** None

**Labor Management:** A. Trautman. Per Commissioner Merryman’s request from the June 10, 2024, Board Meeting regarding the qualities the FF/EMT’s would like to see in a new Chief, Trautman shared they want someone with leadership qualities and accountability.

**New Business:**

1. Prothman Fire Chief Recruitment Proposal – A packet was provided to the Board outlining the recruitment and hiring process for a new Chief, along with a starting price of \$19,500. To date, only one application has been received and the closing date is June 25, 2024. Commissioner Dahl recommends waiting until the application process closes and interviews have been conducted to decide if the Board wants to utilize an outside hiring agency.
2. Resolution 2024-003 Board Meeting Schedule. – Resolution 2024-003 establishes the Board will meet twice a month on the 2<sup>nd</sup> and 4<sup>th</sup> Mondays until a new Chief is hired. Commissioner Scott moved to approve Resolution 2024-003 Board Meeting Schedule. Commissioner Ricks seconded the motion. Motion carried 6-0.
3. Maintenance and Operation Levy –Budget documents provided and discussed the need to run an M & O Levy in 2024 due to revenue shortfall by 2026. A budget workshop was scheduled for July 11, 2024, to review options.

**Unfinished Business (action items):** None

**Unfinished Business (non-action items):** None

**Communications:** None

**Chief/Training/EMS Reports:** None

**Recruit & Retention Coordinator Update:** None

**Commissioner Reports:** None

**THE PURPOSE OF THIS EXECUTIVE SESSION IS PURSUANT TO RCW 42.30.110 (g)** TO EVALUATE THE QUALIFICATIONS OF AN APPLICANT FOR PUBLIC EMPLOYMENT OR TO REVIEW THE PERFORMANCE OF A PUBLIC EMPLOYEE. HOWEVER, SUBJECT TO RCW 42.30.140(4), DISCUSSION BY A GOVERNING BODY OF SALARIES, WAGES, AND OTHER CONDITIONS OF EMPLOYMENT TO BE GENERALLY APPLIED WITHIN THE AGENCY SHALL OCCUR IN A MEETING OPEN TO THE PUBLIC, AND WHEN A GOVERNING BODY ELECTS TO TAKE FINAL ACTION HIRING, SETTING THE SALARY OF AN INDIVIDUAL EMPLOYEE OR CLASS OF EMPLOYEES, OR DISCHARGING OR DISCIPLINING AN EMPLOYEE, THAT ACTION SHALL BE TAKEN IN A MEETING OPEN TO THE PUBLIC. THE DURATION OF THE EXECUTIVE SESSION IS SET AT **30 MINUTES** BUT THIS MAY BE EXTENDED BY THE PRESIDING OFFICER. ACTION MAY OR MAY NOT BE TAKEN AFTER THE BOARD RECONVENES INTO REGULAR SESSION, AND NO ACTION SHALL BE TAKEN IN THE EXECUTIVE SESSION.

Executive Session Began: 1810 hours

Executive Session Extended: 30 additional minutes at 1840 hours

Executive Session Ended: 1900 with no actions taken

**Good of the Order:**

**Adjournment:** The board adjourned the meeting at 1902 hours.

Submitted for Board approval by:

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Shannon Hemminger, Secretary

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Calvin Dahl, Board Member

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John Ricks, Board Member

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Robert Scott, Board Member

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Tom Culleton, Board Member

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Jeff Merryman, Board Member

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Mike Reed, Board Member



THURSTON COUNTY FIRE PROTECTION DISTRICTS 1 & 11  
**WEST THURSTON REGIONAL FIRE**



**AUTHORITY**

10828 Littlerock Rd SW  
 Olympia WA 98512  
 360.352.1614

**RESOLUTION #2024-004**

A RESOLUTION OF THE GOVERNING BOARD OF THE  
 WEST THURSTON REGIONAL FIRE AUTHORITY (“RFA”)  
 DECLARING CANCELLATION OF OUTSTANDING WARRANTS

**Whereas:** RCWs 36.22.100 and 39.56.040 provided that registered or interest-bearing county warrants not presented within one year of the date of their call and all other county warrants not presented within one year of their issue shall be cancelled by the legislative authority of the County and the Auditor and the Treasurer of the County shall cancel all record of such warrants so as to leave the funds as if such warrants and never been drawn; and

**Whereas:** the hereinafter described county warrants have not been presented within one year of the date of their issue or call and should be cancelled;

**Be it therefore resolved that:** The county warrants listed below are hereby authorized to be cancelled.

| <u>Warrant No.</u> | <u>Warrant Date</u> | <u>Amount</u> | <u>Name</u>       |
|--------------------|---------------------|---------------|-------------------|
| 1569036            | 09-14-2022          | \$18.66       | Donna Kaminski    |
| 1577134            | 03-15-2023          | \$30.93       | Jonathon Cookston |
| 1578660            | 04-12-2023          | \$75.73       | Jonathon Cookston |

Adopted at the Board of Commissioners meeting of the West Thurston Regional Fire Authority this 8<sup>th</sup> day of July 2024, the following majority of commissioners being present and voting:

**West Thurston Regional Fire Authority**

\_\_\_\_\_  
 Calvin Dahl, Commissioner

\_\_\_\_\_  
 John Ricks, Commissioner

\_\_\_\_\_  
 Robert Scott, Commissioner

\_\_\_\_\_  
 Tom Culleton, Commissioner

\_\_\_\_\_  
 Jeff Merryman, Commissioner

\_\_\_\_\_  
 Mike Reed, Commissioner

\_\_\_\_\_  
 Shannon Hemminger, Secretary



**West Thurston Regional Fire Authority  
Governing Board**

**REQUEST FOR QUOTE SUMMARY**

**RFQ/Item/Service:**

**Background Information:** Due to failure of the inverter board and age of the Fujitsu indoor wall-mounted HVAC unit, a request for quote was sent out on June 6, 2024 with a response date of June 28, 2024. The request was sent to qualified vendors that could provide replacement of the old unit with a new unit. The RFQ was sent to 7 vendors, with 4 that have provided a response.

1. Air Handlers, Inc.
2. **Air Systems Engineering, Inc.**
3. **Capital Heating & Cooling, Inc.**
4. Chehalis Sheet Metal & Roofing Co Inc.
5. JA Morris Construction
6. **Olympia Sheet Metal**
7. **Sunset Air Inc.**

| <b>Contractor</b>       | <b>Proposal</b>   | <b>Warranty/Service included</b>   | <b>Cost<br/>(excl. tax)</b>  | <b>Notes</b> |
|-------------------------|---|--|--|--------------|
| Air Systems Engineering | <ul style="list-style-type: none"> <li>• Install new Mitsubishi Heatpump</li> <li>• Demo existing Fujitsu system</li> </ul>         | <ul style="list-style-type: none"> <li>• One year warranty on all materials installed and workmanship</li> </ul> | <ul style="list-style-type: none"> <li>• \$12,470.00 plus tax</li> </ul> |              |
| Capital Heating         | <ul style="list-style-type: none"> <li>• Install new DuarStar 9,000 BTU Heatpump</li> <li>• Demo existing Fujitsu system</li> </ul> |  | <ul style="list-style-type: none"> <li>• \$4,260.00 plus tax</li> </ul>  |              |
| Olympia Sheet Metal     | <ul style="list-style-type: none"> <li>• Install new Heatpump</li> <li>• Demo existing</li> </ul>                                   |  | <ul style="list-style-type: none"> <li>• \$7,210.00 plus tax</li> </ul>  |              |

|            |   |  |   |  |
|------------|---|--|---|--|
| Sunset Air | <p>Fujitsu system</p> <ul style="list-style-type: none"> <li>• Install new Daikin Ductless Mini-Split Heatpump</li> <li>• Demo existing Fujitsu system</li> </ul> | <ul style="list-style-type: none"> <li>• One year warranty on all materials installed and workmanship</li> </ul> | <ul style="list-style-type: none"> <li>• \$6,090.00 plus tax</li> </ul> |  |
|------------|---|--|---|--|

**Recommendation:** Capital Heating and Cooling

- Lowest bidder
- Have used in the past, performs good work
- Have good working relationship with company
- Local company

June 11, 2024

1-3 Rochester Fire Station  
18346 Albany Street SW,  
Rochester WA 98579

**Re: Ductless Split system Replacement**

Air Systems Engineering, Inc. appreciates the opportunity to provide this proposal regarding the above referenced project. Listed below is our detailed scope of work and pricing.

**Scope of Work:**

- Provide engineering services for application of permit. Permit fees are included.
- Demo existing Fujitsu split system, recover existing refrigerant.
- Provide (1) new Mitsubishi Heatpump
  - a. Utilize existing refrigerant piping, to be flushed.
  - b. Pull new communication/power wire from corresponding outdoor unit to ductless wallmount head
  - c. Replace existing thermostat with new.
  - d. Reconnect Condensate to existing piping
- Perform Check & Start by in house technicians.
- Provide Owner training.
- One-year warranty on all materials installed and workmanship.

**Assumptions and Clarifications:**

- Full access must be granted to ASEI employees and their subcontractors to perform scope during regular business hours.

**TOTAL: \$12,470 + Tax**

**Common Exclusions:**

- Washington State sales tax.
- Structural calculations or supports
- Warranty on any existing piping, wiring, or controls. Tie into any DDC or front end
- Maintenance or repairs of existing equipment.
- Cutting, core drilling, patching of walls/roof.
- Roofing, Patching, Flashing
- All line voltage electrical
- 3d BIM
- Acoustical design
- Full mechanical specifications. Requirements will be listed on the plans
- Energy modeling, Building Envelope analysis, compliance with Washington's Building energy goals report
- Commissioning

**Air Systems  
Engineering Inc.**



This price is valid for 30 days.

**For your acceptance of this scope of work please approve below:**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_ **PO#:** \_\_\_\_\_

**Terms**

**Existing Customers:**

Progressive monthly billing proportional to work performed. **Net 30** payment terms.

**Equitable Adjustment:**

In the event of significant delay or price increase of material or equipment occurring between the date of this proposal and procurement of equipment through no fault of ASEI, the contract sum, contract schedule, and contract requirements shall be equitably adjusted in the Subcontract.

We appreciate the opportunity to work with you. If you have any questions, please feel free to call or e-mail me.

Sincerely,  
Jeff Brant  
jeffb@asei.ws  
(253)339-1806

June 28, 2024

**West Thurston Regional Fire**

1208 Division St. NW

Olympia, WA 98502

**Option 1: DuraStar 9,000BTU wall mount ductless heat pump**

Inclusions:

- DuraStar 9,000BTU variable speed heat pump
- DuraStar 9,000BTU wall mount indoor unit
- Remote control
- Reconnect refrigeration piping
- Reconnect condensate drain
- Re-Insulate refrigeration piping on building exterior
- Reconnect electrical
- Remove and dispose of existing unit
- System start up and testing

Exclusions:

- Washington State sales tax
- Electrical upgrades
- Replacement of refrigeration piping
- Replacement of condensate pump

**COST- \$4,260.00**



Note: quote is good for the 30 days.

*Shane Blume*

**Project Manager**

360.870.0276 (Cell)

360.491.7450 (Main)

[www.CapitalHeatingAndCooling.com](http://www.CapitalHeatingAndCooling.com)



**DELIVERING COMFORT SINCE 1937**

**PROPOSAL**

**West Thurston Regional Fire Authority  
Attn: Linda Patraca**

**February 23, 2024**

**Subject: Rochester Fire Station New Watch Office Heatpump.**

**We propose the following:**

- **Reclaim and recycle all old freon.**
- **Disconnect and remove old system.**
- **Supply and install a new ductless split system heat pump.**
- **Supply and install all new communication wire.**
- **Pull system into a deep vacuum and leak test.**
- **Charge unit with new freon.**
- **Start and test.**

**Price. \$ 7,210.00 plus tax**

**Thank you,  
Steve Vessey  
Service Manager  
Olympia Sheet Metal, Inc.  
360-239-5642**



(360) 972-6938 5210 Lacey Blvd. SE. ♦ Lacey WA 98503 ♦ e-mail: [mbh@sunsetair.com](mailto:mbh@sunsetair.com)

| <b>HVAC Budget</b>          |  |
|-----------------------------|--|
| <b>Project Name:</b>        | <i>1-3 Rochester Fire Station Mini Split</i>   |
| <b>Project Address:</b>     | <i>18346 Albany Street SW, Rochester, WA 98579</i>   |
| <b>Bid Date &amp; Time:</b> | <i>Friday, June 28, 2024</i>   |
| <b>Estimator:</b>           | <i>Maxwell Harvey / Zach Wilger</i>  |
| <b>Attn:</b>                | <i>Linda Patraca – <a href="mailto:linda.patraca@wtrfa.org">linda.patraca@wtrfa.org</a> – (360) 273-7684</i> |

**Includes:** Installation labor, HVAC Engineering/design, NREC compliance for the mechanical systems.

**HVAC (Base):** ..... **\$6,090 + Tax**

- Recover and properly dispose of existing refrigerant
- Demo existing Fujitsu indoor and outdoor unit
- Install new Daikin 0.75-ton ductless mini-split heat pump system
  - Includes wireless remote controller
- Connect new system to existing refrigerant piping and condensate drain piping
- Connect to existing line-voltage wiring
- Install new communication wiring
- Re-use existing concrete pad for outdoor units
- Permit
- Prevailing wage forms
- System startup
- 1 year full warranty (see warranty terms on last page)

**Excludes:** New line voltage wiring, new refrigerant piping, modification to existing zoning, economizers and/or DOAS, fire and acoustic caulking, wall mounted stat (remote controller included), condensate pump, building cut and patch, working through ceiling grid, ceiling removal and replacement, after hours work

**Applicable Codes:**

This design/build proposal addresses and responds to codes in effect at the time this proposal was generated. We reserve the right to modify our proposal based upon jurisdictional requirements.

Electrical SCCR ratings above 5K are not anticipated to be required for any HVAC equipment.



**TERMS OF PROPOSAL:**

Please be aware that is pricing reflects current equipment/material pricing and availability, with no factor for inflation/escalation. The price shown is good for 15 days. Given the volatility of the commodities market, this portion of our price may need to be adjusted for final pricing.

**TAX:**

In considering the information and materials presented herein, you should consult with your tax professional regarding the applicability and availability of any energy tax credits discussed herein. Nothing in this material should be construed as tax advice, nor should this material, or any other information obtained from Sunset Air, Inc., be relied upon for tax planning purposes.

**PAYMENT:**

Interest of 12% per annum shall be owing on any invoice not paid within 30 days. In the event that Sunset Air is required to employ an attorney to collect sums owing, Sunset Air shall also be entitled to its reasonable attorneys' fees, and all other costs and expenses incurred.

If this proposal is acceptable, please indicate your acceptance by checking the desired scope of work, signing, and returning. We will consider this direction to proceed. You will also need to sign the notice to customer portion below.

Date of acceptance: \_\_\_\_\_

\_\_\_\_\_  
(Name) – Please Print

\_\_\_\_\_  
(Signature)

Many Thanks,  
Max Harvey  
Design Engineer & Commercial Estimator



## WEST THURSTON REGIONAL FIRE AUTHORITY

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**Section:** Personnel – Career Employees Leave and Benefits

**Policy:** 2021 Version: 6 (*replaces policies 1.1018, 1.2015, 1.2016*)

**Effect Date:** 7/1/2022

**Applies to:** All Paid Career Employees

**Policy Administrator:** Admin Services Director

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### 1.0 POLICY:

1.1 It is the policy of West Thurston Regional Fire Authority that any career employee has the right to request leave, including an extended leave of absence. Requests for leave do not guarantee approval to use leave. Authorization to take leave is not a confirmation that the employee has adequate leave time.

1.2 Career Firefighters will receive benefits, and accrue/use leave, in accordance with the bargained labor agreement (unless otherwise noted) and with state/federal laws, including RCW 49.46.

1.3 Administrative, Exempt and Non-union permanent full-time employees will receive salary increases and a benefits package consistent with the Career Firefighters labor agreement, unless otherwise defined in a separate employment agreement or approved by the board following a salary survey. Permanent Part-time employees are eligible for group medical/dental/life/disability insurance and employer paid retirement and deferred compensation benefits, dependent on hours worked per week. Part-time employees scheduled to work less than 15 days per month and/or less than 30 hours per week are eligible for only those benefits required by law.

1.4 Administrative, Exempt and Non-union employees will be awarded vacation, sick, holiday and other leave time consistent with this policy and the Career Firefighters labor agreement unless otherwise defined in a separate employment agreement, and state/federal laws, including RCW 49.46. Part-time permanent employees will accrue on a pro-rated basis.

1.5 The department will provide monthly notifications of leave accrued, taken and balances to each employee, in accordance with state rule.

## **2.0 RESPONSIBILITIES:**

2.1 It is the responsibility of each member to understand and comply with this policy.

2.2 It is the responsibility of each supervisor to ensure their subordinates are compliant with this policy.

2.3 Employees are responsible for monitoring their leave balances and not exceeding the amounts available.

2.4 Supervisors must ensure that all personnel on extended leave return equipment, and that such equipment is properly inventoried, with documentation forwarded to proper personnel.

## **3.0 LEAVE POLICIES**

### **3.1 BEREAVEMENT LEAVE:**

3.1.a. For the death of an immediate family member, all Administrative, Exempt and Nonunion full-time employees are authorized 40 hours paid time off. Part-time employees will be authorized on a pro-rated basis.

3.1.b. For purposes of travel, an additional three days/shifts of paid sick leave may be considered for bereavement purposes.

### **3.2 CIVIL LEAVE:**

3.2.a Employees summoned for jury duty or other civic leave related to a department matter will be granted paid leave for such service.

3.2.b. Employees will be paid their regular wage for civil leave, with any compensation received by the employee from their service to be remitted back to the department (excluding personal mileage reimbursement.)

3.2.c. Employees fully released from jury duty must report back to work or use accrued vacation leave for the time not worked post-release from jury duty.

### **3.3 COMPENSATORY TIME / OVERTIME:**

3.3.a. Administrative, Exempt and Non-union employees may be considered exempt from FLSA section 13(a)(1) overtime requirements as documented by their job description and wage.

3.3.b. All FLSA-exempt employees are required to work or use paid leave for **at least** the minimum amount of work hours each month (160 – 184 hours, depending on the month) unless otherwise stated in a separate employment agreement.

3.3.c. FLSA-exempt employees who are scheduled to work additional hours may earn exchange time at a rate of 1:1, or if the employee works out of their primary classification may be compensated at an overtime rate.

3.3.d. Overtime and exchange time for FLSA-exempt employees requires prior approval of the Fire Chief except under emergency conditions.

3.3.e. Exchange time must be taken by the end of the month following the one in which it is earned, or it will be forfeited unless specifically approved by the Fire Chief to carry-over.

3.3.f. Only salaried FLSA-exempt employees are eligible for exchange time.

3.3.g. Employees will not be paid for unused exchange or compensatory time upon separation from service.

3.3.h. Overtime or extra hours worked, whether compensated or not, does not increase the amount of leave accumulated.

3.3.i. Exempt employees will receive a minimum of 2 hours exchange time for each call-back incident when physical response is deemed necessary by the Chief Officer.

3.3.j. FLSA-covered employees are eligible to earn compensatory time at 1.5 times for overtime hours worked if the employee elects this option in writing in advance. Overtime must be approved in advance or employee may face disciplinary action.

#### 3.4 DISABILITY LEAVE:

3.4.a. Employees on disability leave will be paid in accordance with policy #2023.

3.4.b. Members will be notified of COBRA benefits as required by law, if necessary.

#### 3.5 HOLIDAYS

3.5.a Administrative and non-union employees will receive paid time off for holidays unless otherwise noted in a separate labor agreement.

3.5.b. The following dates are designated as holidays:

|                            |  |
|----------------------------|--|
| New Year's Day             | January 1 <sup>st</sup>                |
| Martin Luther King Jr. Day | 3 <sup>rd</sup> Monday in January      |
| President's Day            | 3 <sup>rd</sup> Monday in February     |
| Memorial Day               | As observed in the State of Washington |
| Independence Day           | July 4 <sup>th</sup>                   |
| Labor Day                  | 1 <sup>st</sup> Monday in September    |
| Veteran's Day              | As observed in the State of Washington |
| Thanksgiving Day           | 4 <sup>th</sup> Thursday in November   |
| Day after Thanksgiving     | 4 <sup>th</sup> Friday in November     |
| Christmas Day              | December 25 <sup>th</sup>              |

### 3.6 LEAVE OF ABSENCE and EXTENDED LEAVE

3.6.a. Requests for a leave of absence must be in writing to the Fire Chief, who will forward to the Board for consideration in cases not authorized in this policy. Generally, leave of absence requests to pursue outside employment will not be approved.

3.6.b Extended medical leave will be granted to an eligible employee up to a total of twelve weeks in accordance with the Family and Medical Leave Act of 1993 (29 USC 2601 et seq) and its implementing rules, 29 CFR Part 825, and additional amendments and subsequent regulations.

3.6.c. Employees who request an extended leave of absence anticipated to last more than six months, must make available all department owned equipment issued to the member. These include but are not limited to: personal protective equipment, pagers, radios, phones, uniforms, badges, and department identification cards.

3.6.d. Career Firefighters on leave six months or longer will be required to demonstrate they are "fit-for-duty" relative to their employment classification. This includes fulfilling all entry level requirements prior to returning to work including: background, physical agility, drug screening, medical physical and all minimum training compliance requirements (fire and EMS). The employee will be responsible for all fees associated with return- to- work requirements.



### 3.7 LEAVE WITHOUT PAY:

3.7.a. Leave without pay may be granted for prolonged illness, maternity causes, educational pursuit, or other reasons as approved. Though the employee may retain his or her relative job status, no pay or other compensation is received during this leave.

3.7.b. Leave without pay may be allowed for any of the reasons referenced in [Washington Administrative Code \(WAC\) 357-31-330](#).

### 3.8 MILITARY LEAVE

3.8.a. Military leave will be allowed in accordance with WAC 357-31-360 through 357-31-373.

3.8.b. An employee entering military service, U.S. Peace Corps, or U.S. Public Health Service for active duty is entitled to leave of absence without pay.

3.8.c. Any person who is a resident of this state or is employed within this state, and who voluntarily or upon order, vacates a position for service in the military, will be re-employed in accordance with RCW 73.16.033. The employee will be restored to his or her position, or one of similar classification and salary if reinstatement is requested within 90 days after release from active duty.

3.8.d. Seniority dates, anniversary dates, unbroken service dates, leave accrual rates or incremental salary increase dates will not be adjusted while an employee is on military leave.

### 3.9 SICK LEAVE:

3.9.a. The department will notify employees of their rights to paid sick leave no later than March 1 of every year, in accordance with state rule.

3.9.b. Full-time Permanent Administrative, Exempt and Non-union employees will accumulate sick leave at the rate of 12 hours per month for the first year and 8 hours per month thereafter, unless bargained in a separate employment agreement. Part-time employees will accrue on a pro-rated basis.

3.9.c. Sick leave use will be allowed in accordance with RCW 49.46.210.

3.9.d. The department is prohibited from using an employee's use of sick leave as a negative factor in any employment action such as evaluation, promotion, or termination, or otherwise subject an employee to discipline for the exercise of any rights provided RCW 49.46.

3.9.e. Administrative, Exempt and Non-union employees may not accrue more than 1040 hours of sick leave unless bargained in a separate employment agreement.

3.9.f. If ill or injured, the employee is required to report any anticipated sick leave to the Department by phone or email as soon as practical.

3.9.g. Sick leave of more than three consecutive days may require verification that the use of paid sick leave was for an authorized purpose, as allowable under RCW 49.46.210(g).

3.9.h. Administrative, Exempt and Non-union employees shall be allowed the same sick leave benefits (leave donations and cash-out) as granted union members in the labor agreement unless otherwise bargained in a separate employment agreement.

3.10 VACATION LEAVE:

3.10.a. Full-time, Permanent Administrative, Exempt and Non-union employees will accumulate Vacation leave at the rates outlined below unless otherwise stated in a separate employment agreement (permanent part time employees will accrue on a pro-rated basis):

|                  |                    |              |                    |
|------------------|--------------------|--------------|--------------------|
| Year 1= 96 hours | Year 4,5,6,7 = 124 | Year 12 =144 | Year 15 = 168      |
| Year 2 =104      | Year 8,9,10 = 128  | Year 13 =152 | Year 16 plus = 176 |
| Year 3 =112      | Year 11= 136       | Year 14 =160 |                    |

3.10.b. Vacation Accrual Rates are based on consecutive full-time employment and will be credited monthly.

3.10.c. No employee may accrue more than 240 hours of vacation leave unless otherwise stated in a separate employment agreement. An employee who attains the maximum allowable hours will be allowed a thirty-day grace period to use any leave in excess of the maximum. Employees nearing the vacation cap may be required to take scheduled time off by the Fire Chief or designee.

3.10.d. Upon termination of service, accumulated vacation leave not to exceed 240 hours will be paid to the employee.

3.10.e. Vacation leave must be scheduled in advance through the employee's supervisor.

#### **4.0 DEFINITIONS:**

Benefit Package: For purposes of this policy, a benefits package includes group medical/dental/vision/life insurance, disability insurance, VEBA, deferred compensation, longevity pay, holidays and personal leave. Permanent full-time employees may elect a proportionate amount to be applied to another benefit in lieu of MERP or other benefit contained in the labor agreement to which they are not entitled.

Family Member: For purposes of this policy, a family member is defined in accordance with RCW 49.46.210(2)) and RCW 49.12.265

Permanent Full Time Employee: A salaried (exempt) employee with supervisor, management, administrative or executive duties working or scheduled to work an average 40 hours per week.

Permanent Part Time Employee: A non-response, non-suppression, non-emergency functions, non-supervisory, non-management or non-executive administrative employee who is scheduled more than 15 days a month and at least 30 hours or more per week and fulfills essential functions as defined by the Employer.

Temporary/Seasonal Employee: A non-response, non-suppression, non-emergency functions, non-supervisory, non-management or non-executive administrative employee who is hired to cover for absent administrative employees (such as those who are on maternity or disability leave), or to fill gaps in the Department's nonunion workforce. Temporary employees may work full or part-time and may work for more than one agency at a time. Temporary employees are not entitled to any employer paid benefits or leave except as provided in accordance with RCW 49.46.



**Thurston County Treasurer**  
**June 2024 Statement**  
**West Thurston Regional Fire Authority**  
**Fund 67A0 - W THURSTON RFA GENERAL FUND**

**Cash Activity**

| Date       | Description  | Amount                | Notes |
|------------|--|-----------------------|-------|
| 06/01/2024 | Beginning Cash Balance                             | \$7,787,658.40        |       |
|            | <b>Receipts/Deposits/Refunds:</b>                  |                       |       |
| 06/04/2024 | Interest on Tax Refunds                            | (1.52)                |       |
| 06/05/2024 | Credit Card Deposit \$1,035.60 / 6701              | 1,035.60              |       |
| 06/06/2024 | District Deposit \$1,370.00 / 6701                 | 1,370.00              |       |
| 06/06/2024 | District Deposit \$115.58 / 6701                   | 115.58                |       |
| 06/06/2024 | District Deposit \$3,523.30 / 6701                 | 3,523.30              |       |
| 06/06/2024 | District Deposit \$484.91 / 6701                   | 484.91                |       |
| 06/07/2024 | District Deposit \$2,223.40 / 6701                 | 2,223.40              |       |
| 06/07/2024 | District Deposit \$343.52 / 6701                   | 343.52                |       |
| 06/11/2024 | District Deposit \$225.68 / 6701                   | 225.68                |       |
| 06/11/2024 | District Deposit \$28,246.98 / 6701                | 26,936.91             |       |
| 06/11/2024 | District Deposit \$887.35 / 6701                   | 887.35                |       |
| 06/12/2024 | District Deposit \$496.63 / 6701                   | 496.63                |       |
| 06/12/2024 | Interest on Tax Refunds                            | (5.71)                |       |
| 06/13/2024 | District Deposit \$8,541.40 / 6701                 | 8,541.40              |       |
| 06/14/2024 | Credit Card Deposit \$100.00 / 6701                | 100.00                |       |
| 06/14/2024 | District Deposit \$4,473.93 / 6701                 | 4,473.93              |       |
| 06/14/2024 | DNR Other Trust 1                                  | 0.46                  |       |
| 06/14/2024 | DNR Other Trust 2                                  | 0.45                  |       |
| 06/24/2024 | Credit Card Deposit \$1,016.00 / 6701              | 1,016.00              |       |
| 06/24/2024 | District Deposit \$1,181.60 / 6701                 | 1,181.60              |       |
| 06/24/2024 | District Deposit \$1,217.79 / 6701                 | 1,217.79              |       |
| 06/24/2024 | District Deposit \$123.70 / 6701                   | 123.70                |       |
| 06/24/2024 | District Deposit \$8,532.23 / 6701                 | 7,709.85              |       |
| 06/25/2024 | District Deposit \$10,770.62 / 6701                | 10,770.62             |       |
| 06/25/2024 | District Deposit \$2,594.22 / 6701                 | 2,594.22              |       |
| 06/25/2024 | District Deposit \$359.22 / 6701                   | 359.22                |       |
| 06/25/2024 | District Deposit \$583.20 / 6701                   | 583.20                |       |
| 06/25/2024 | Interest on Tax Refunds                            | (3.00)                |       |
| 06/27/2024 | District Deposit \$112.70 / 6701                   | 112.70                |       |
| 06/27/2024 | District Deposit \$355.19 / 6701                   | 355.19                |       |
| 06/28/2024 | District Deposit \$1,317.90 / 6701                 | 1,317.90              |       |
| 06/28/2024 | District Deposit \$1,445.24 / 6701                 | 1,445.24              |       |
| 06/28/2024 | District Deposit \$13,503.57 / 6701                | 13,503.57             |       |
| 06/28/2024 | District Deposit \$28,246.98 / 6701                | 26,936.91             |       |
| 06/28/2024 | District Deposit \$47,816.25 / 6701                | 47,816.25             |       |
| 06/30/2024 | Tax & Assessment Receipts                          | 31,085.71             |       |
| 06/30/2024 | Interest Paid                                      | 18,266.74             |       |
|            | <b>Total Deposits</b>                              | <b>\$217,145.30</b>   |       |
|            | <b>Warrant Issues &amp; Voids/Fees/ACH/Wires:</b>  |                       |       |
| 06/12/2024 | Electronic Disbursement                            | (9,346.54)            |       |
| 06/12/2024 | Issued Warrants                                    | (168,744.11)          |       |
| 06/14/2024 | Electronic Disbursement                            | (9,524.13)            |       |
| 06/28/2024 | Electronic Disbursement                            | (342,064.63)          |       |
|            | <b>Total Warrants and Electronic Disbursements</b> | <b>(\$529,679.41)</b> |       |
| 06/30/2024 | Ending Cash Balance                                | \$7,475,124.29        |       |

**Warrant Activity**



**Thurston County Treasurer**  
**June 2024 Statement**  
**West Thurston Regional Fire Authority**  
**Fund 67A0 - W THURSTON RFA GENERAL FUND**

|                   |                                       |                    |
|-------------------|---------------------------------------|--------------------|
| <b>06/01/2024</b> | <b>Beginning Warrants Outstanding</b> | <b>\$14,354.28</b> |
|                   | Total Warrants Issued                 | 168,744.11         |
|                   | Total Warrants Redeemed               | (161,240.68)       |
|                   | Total Warrants Voided                 | -                  |
| <b>06/30/2024</b> | <b>Ending Warrants Outstanding</b>    | <b>\$21,857.71</b> |

**Investment Activity**

|                   |                                      |                    |
|-------------------|--------------------------------------|--------------------|
| <b>06/01/2024</b> | <b>Beginning Interest Receivable</b> | <b>\$25,969.07</b> |
|                   | Interest Earned                      | 18,326.01          |
|                   | Cash Paid                            | (18,266.74)        |
| <b>06/30/2024</b> | <b>Ending Interest Receivable</b>    | <b>\$26,028.34</b> |

|  |       |
|--|-------|
| TCIP Yield (used to calculate interest earnings) | 2.91% |
| LGIP Yield (budget benchmark)                    | 5.13% |



**Thurston County Treasurer**  
**June 2024 Statement**  
**West Thurston Regional Fire Authority**  
**Fund 67A1 - W THURSTON RFA BOND DEBT**

**Cash Activity**

| Date              | Description  | Amount               | Notes |
|-------------------|--|----------------------|-------|
| <b>06/01/2024</b> | <b>Beginning Cash Balance</b>                      | <b>\$320,923.76</b>  |       |
|                   | <b>Receipts/Deposits/Refunds:</b>                  |                      |       |
| 06/04/2024        | Interest on Tax Refunds                            | (0.19)               |       |
| 06/11/2024        | District Deposit \$28,246.98 / 6701                | 1,310.07             |       |
| 06/12/2024        | Interest on Tax Refunds                            | (0.72)               |       |
| 06/14/2024        | DNR Other Trust 1                                  | 0.06                 |       |
| 06/14/2024        | DNR Other Trust 2                                  | 0.06                 |       |
| 06/24/2024        | District Deposit \$8,532.23 / 6701                 | 822.38               |       |
| 06/25/2024        | Interest on Tax Refunds                            | (0.38)               |       |
| 06/28/2024        | District Deposit \$28,246.98 / 6701                | 1,310.07             |       |
| 06/30/2024        | Tax & Assessment Receipts                          | 1,706.97             |       |
| 06/30/2024        | Interest Paid                                      | 560.74               |       |
|                   | <b>Total Deposits</b>                              | <b>\$5,709.06</b>    |       |
|                   | <b>Warrant Issues &amp; Voids/Fees/ACH/Wires:</b>  |                      |       |
| 06/03/2024        | Debt Payment                                       | (98,065.05)          |       |
|                   | <b>Total Warrants and Electronic Disbursements</b> | <b>(\$98,065.05)</b> |       |
| <b>06/30/2024</b> | <b>Ending Cash Balance</b>                         | <b>\$228,567.77</b>  |       |

**Warrant Activity**

|                   |                                       |               |
|-------------------|---------------------------------------|---------------|
| <b>06/01/2024</b> | <b>Beginning Warrants Outstanding</b> | <b>\$0.00</b> |
|                   | Total Warrants Issued                 | -             |
|                   | Total Warrants Redeemed               | -             |
|                   | Total Warrants Voided                 | -             |
| <b>06/30/2024</b> | <b>Ending Warrants Outstanding</b>    | <b>\$0.00</b> |

**Investment Activity**

|                   |                                      |                 |
|-------------------|--------------------------------------|-----------------|
| <b>06/01/2024</b> | <b>Beginning Interest Receivable</b> | <b>\$809.73</b> |
|                   | Interest Earned                      | 550.00          |
|                   | Cash Paid                            | (560.74)        |
| <b>06/30/2024</b> | <b>Ending Interest Receivable</b>    | <b>\$798.99</b> |

TCIP Yield (used to calculate interest earnings) 2.91%  
 LGIP Yield (budget benchmark) 5.13%



**Thurston County Treasurer**  
**June 2024 Statement**  
**West Thurston Regional Fire Authority**  
**Fund 67A4 - W THURSTON RFA RESERVE FUND**

**Cash Activity**

| Date              | Description  | Amount              | Notes |
|-------------------|--|---------------------|-------|
| <b>06/01/2024</b> | <b>Beginning Cash Balance</b>                      | <b>\$783,434.10</b> |       |
|                   | <b>Receipts/Deposits/Refunds:</b>                  |                     |       |
| 06/30/2024        | Interest Paid                                      | 1,998.36            |       |
|                   | <b>Total Deposits</b>                              | <b>\$1,998.36</b>   |       |
|                   | <b>Warrant Issues &amp; Voids/Fees/ACH/Wires:</b>  |                     |       |
|                   | No Activity  |                     |       |
|                   | <b>Total Warrants and Electronic Disbursements</b> | <b>\$0.00</b>       |       |
| <b>06/30/2024</b> | <b>Ending Cash Balance</b>                         | <b>\$785,432.46</b> |       |

**Warrant Activity**

|                   |                                       |               |
|-------------------|---------------------------------------|---------------|
| <b>06/01/2024</b> | <b>Beginning Warrants Outstanding</b> | <b>\$0.00</b> |
|                   | Total Warrants Issued                 | -             |
|                   | Total Warrants Redeemed               | -             |
|                   | Total Warrants Voided                 | -             |
| <b>06/30/2024</b> | <b>Ending Warrants Outstanding</b>    | <b>\$0.00</b> |

**Investment Activity**

|                   |                                      |                   |
|-------------------|--------------------------------------|-------------------|
| <b>06/01/2024</b> | <b>Beginning Interest Receivable</b> | <b>\$2,977.68</b> |
|                   | Interest Earned                      | 1,868.16          |
|                   | Cash Paid                            | (1,998.36)        |
| <b>06/30/2024</b> | <b>Ending Interest Receivable</b>    | <b>\$2,847.48</b> |

|  |       |
|--|-------|
| TCIP Yield (used to calculate interest earnings) | 2.91% |
| LGIP Yield (budget benchmark)                    | 5.13% |



# WEST THURSTON REGIONAL FIRE AUTHORITY

10828 Littlerock RD SW, Olympia WA 98512 (360) 352-1614 • Fax: (360) 352-1696

## June 2024

### Monthly Training Report

|                      | June 2024  | 2024 Total        |
|----------------------|------------|-------------------|
| Total Training Hours | <b>364</b> | <b>2017 hours</b> |

#### Training Events in June 2024

- June Safety Meeting – Cancer prevention and PPE
- OTEP: Medical Exam / Child Cardiac Arrest Review
- Ongoing annual EVIP Road Test's
- All EMT recruits have passed Thurston County Protocol:
  - o Reece Calica, William Crabb, Nate Eliason, Catcher Vaughn, Austin Kautz
- Ongoing PACT Training for 11 new Volunteer Firefighter.
- 2 – Minute pump drill
- Community Risk Reduction Class for Sexton

#### Upcoming training Events in July

- July Safety Meeting
- Burns OTEP with Cardiac Arrest Review
- Attend Thurston County Training Officer Meeting
- Attend Thurston County Protocol Meeting
- Blue Card ICS Quarterly CE
- Nurse Tender Operations
- Standpipe Hose Deployment
- Vehicle Lifting and Stabilization

#### Other Projects

- Initial EMT applications should be out this month
- Wildland Field Day for 12 Recruits
- Reach out to Electrolux and GWL to schedule walk through



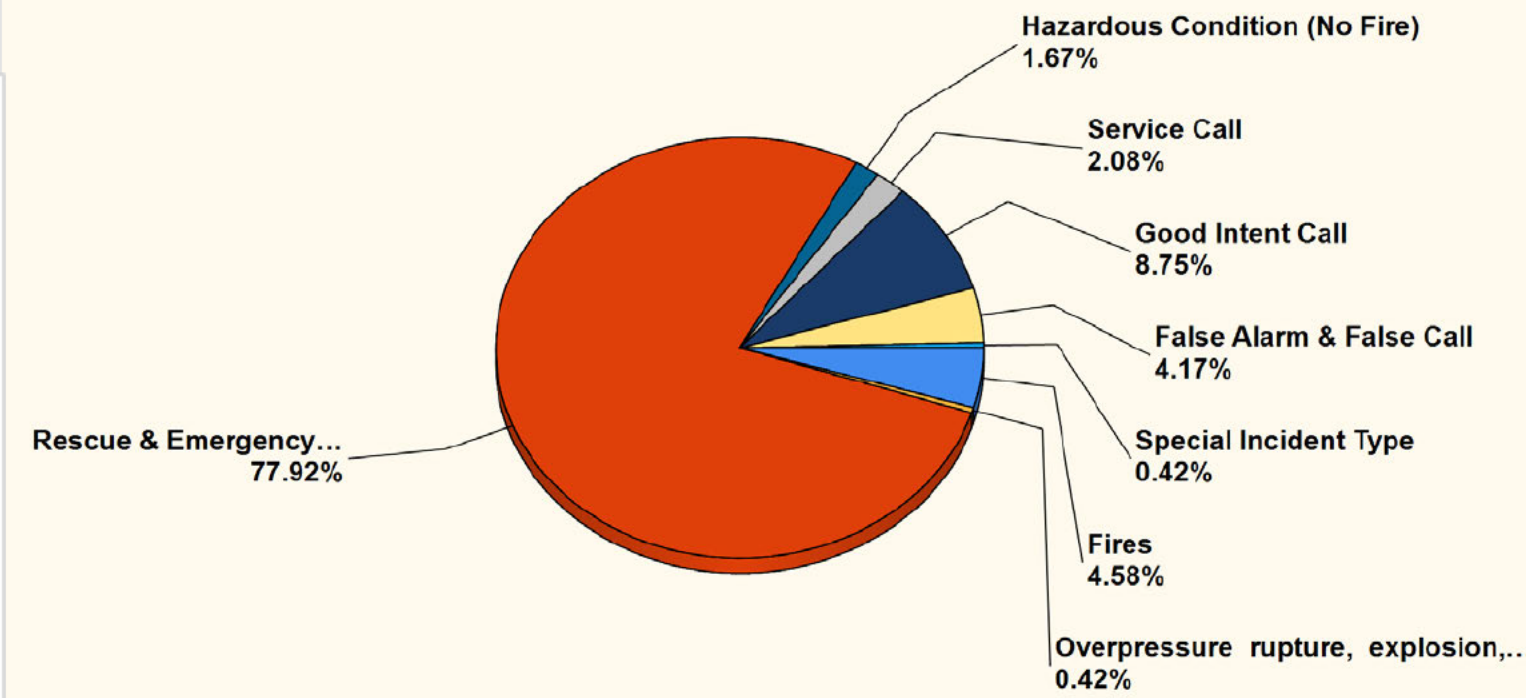
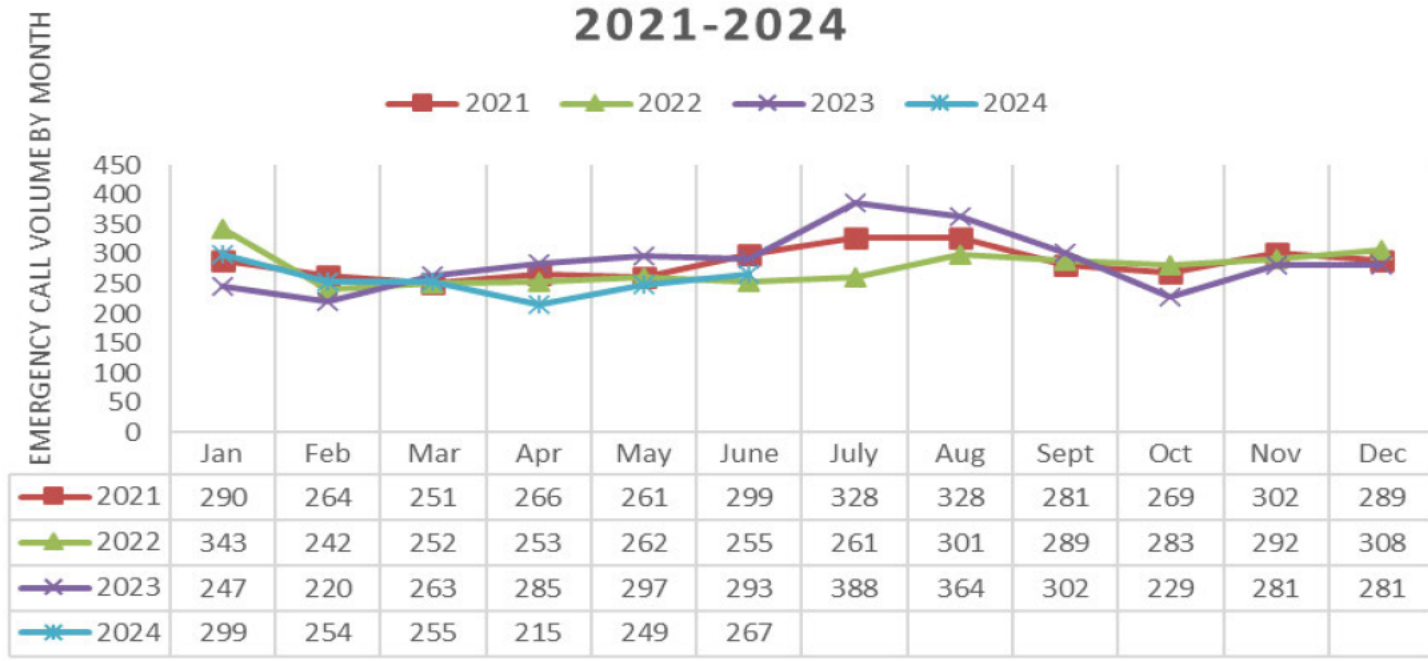
# WEST THURSTON REGIONAL FIRE AUTHORITY



2024 BY THE NUMBERS – Monthly Report June 2024  
Assistant Chief Nathan Drake

## NUMBER OF CALLS BY MONTH

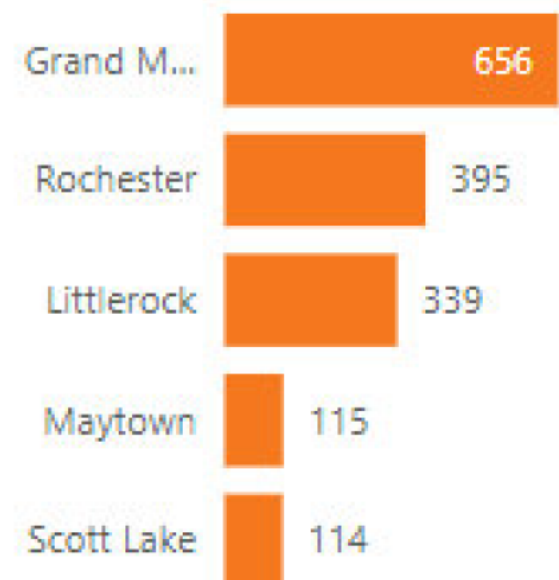
4-YEAR INCIDENT VOLUME COMPARISON BY MONTH  
2021-2024



| MAJOR INCIDENT TYPE                                    | # INCIDENTS | % of TOTAL  |
|--|-------------|-------------|
| Fires  | 11          | 4.58%       |
| Overpressure rupture, explosion, overheating - no fire | 1           | 0.42%       |
| Rescue & Emergency Medical Service                     | 187         | 77.92%      |
| Hazardous Condition (No Fire)                          | 4           | 1.67%       |
| Service Call   | 5           | 2.08%       |
| Good Intent Call                                       | 21          | 8.75%       |
| False Alarm & False Call                               | 10          | 4.17%       |
| Special Incident Type                                  | 1           | 0.42%       |
| <b>TOTAL</b>   | <b>240</b>  | <b>100%</b> |

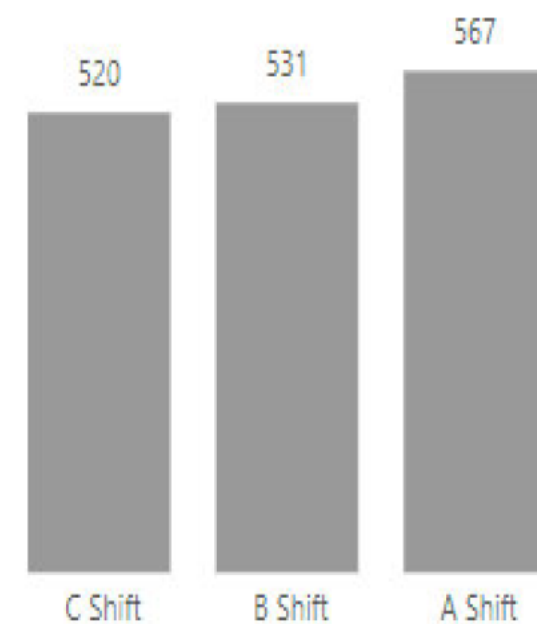
## Calls by Station

Top Stations by # of Incidents



## Calls by Shift

# of Incidents by Shift



1619

FOR YEAR

1628

PRIOR YEAR

-9

CHANGE PYTD

-1%

% PYTD



JUNE AVERAGE Primary RESPONSE TIME 7:36



JUNE CALLS = 267

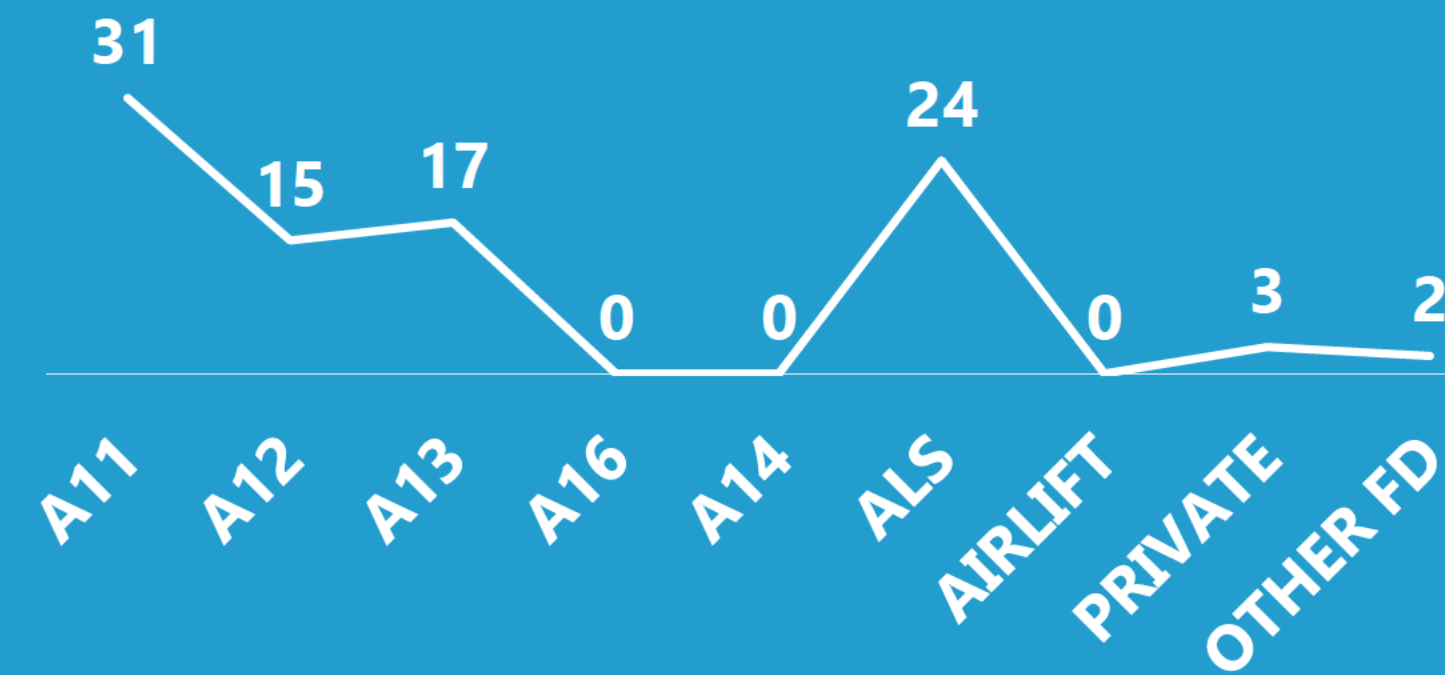


34.34% OVERLAPPING CALLS (82) IN June

# WTRFA INCIDENT RESPONSE SUMMARY

## PATIENT TRANSPORTS

### WTRFA AID UNIT TRANSPORTS – JUNE



### YTD WTRFA TRANSPORTS



409

### JUNE WTRFA TRANSPORTS



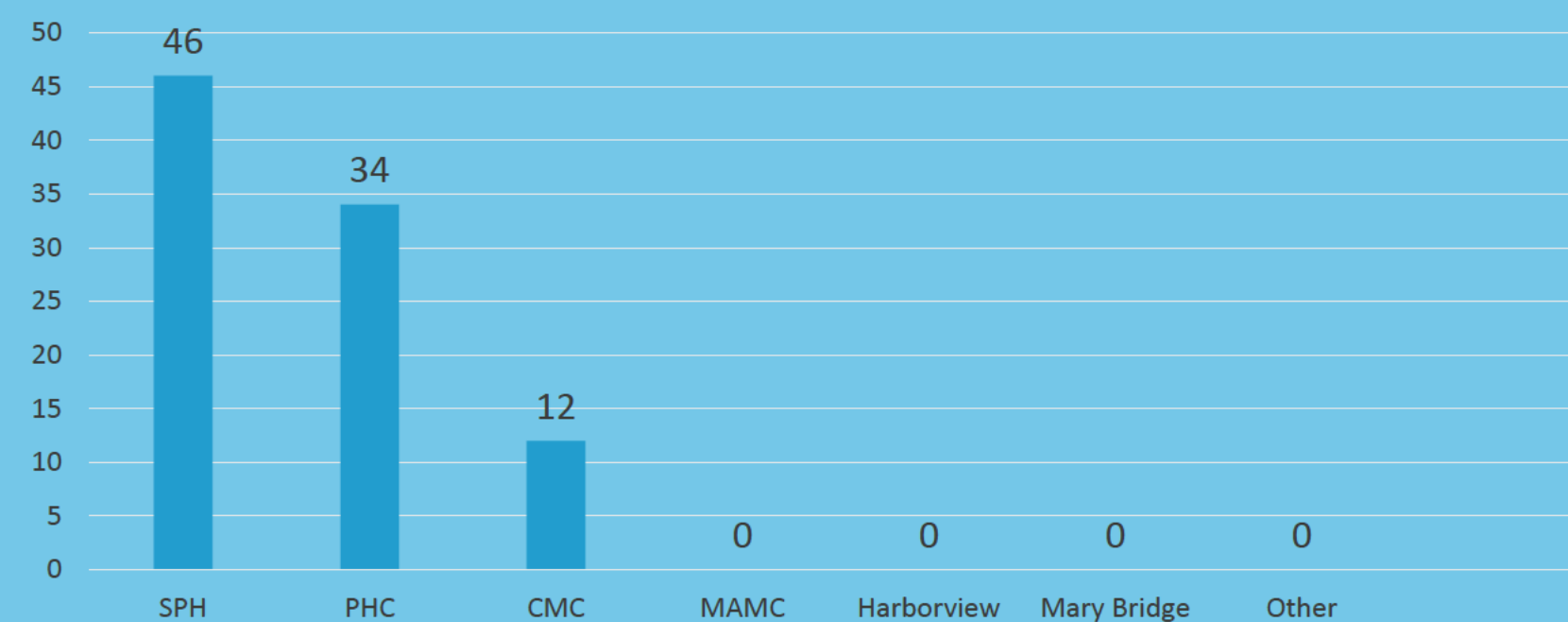
63

### Total Transports YTD

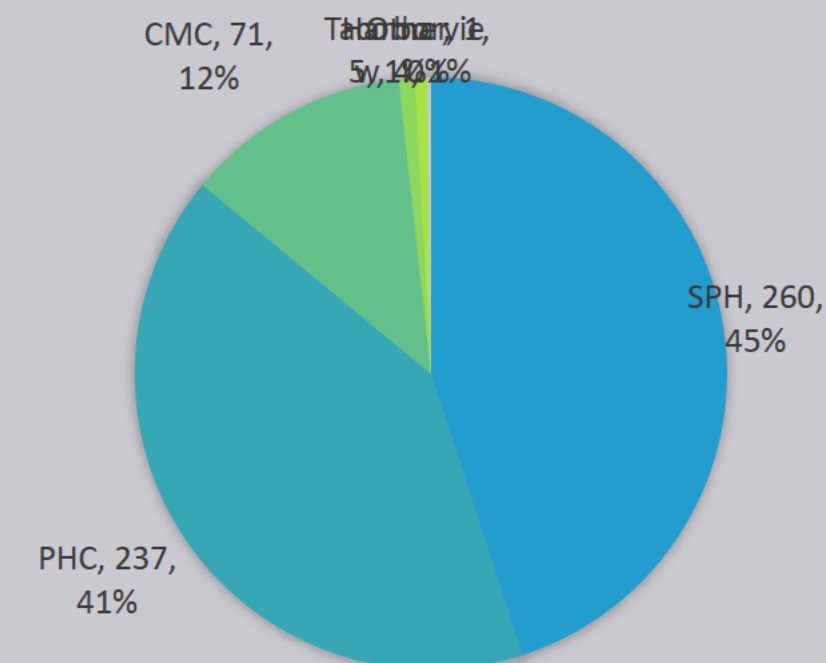


ALS = 153  
BLS = 425

### TRANSPORT DESTINATION - JUNE



### DESTINATION - YTD



### MUTUAL AID/AUTO AID May



17 CALLS



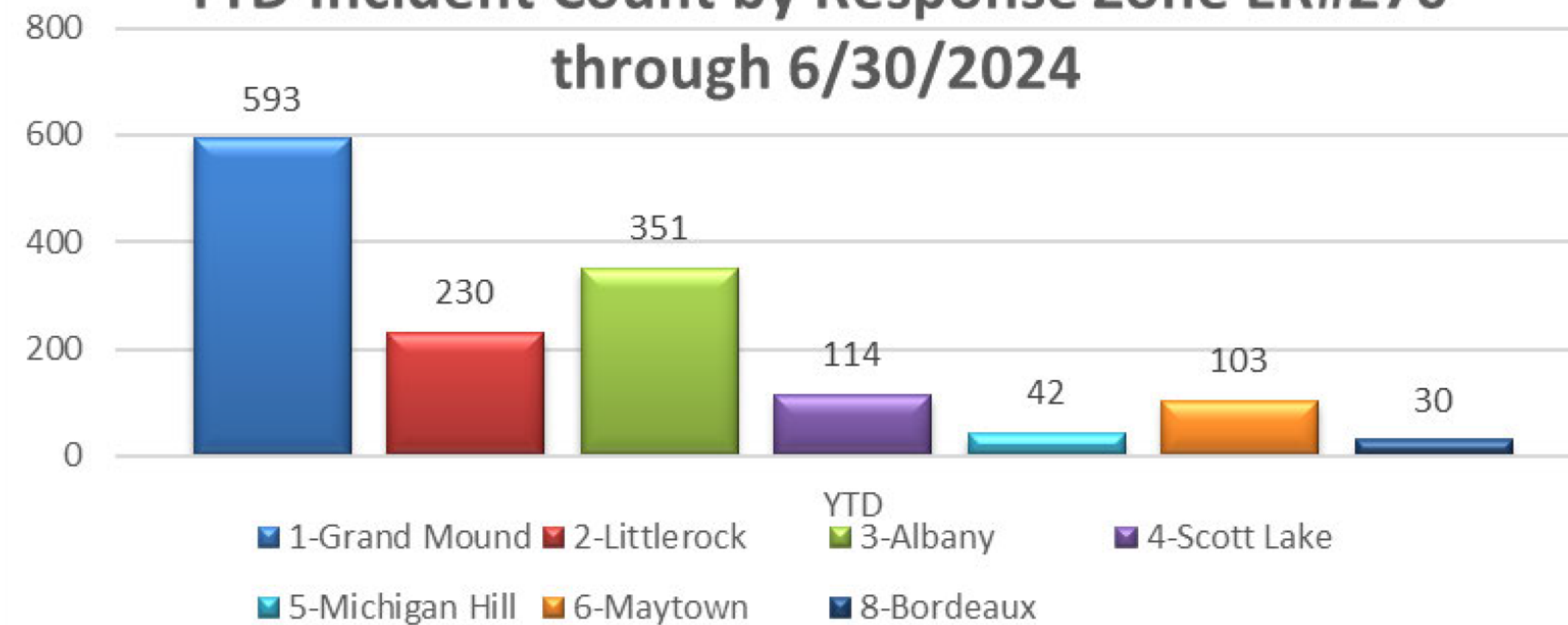
## Average Response Time COMPLIANCE



7:36 \*ER1645 Initial Unit Arrival in Primary Zones 1,2,3,4,6

## YTD Incident Count By Response Zone

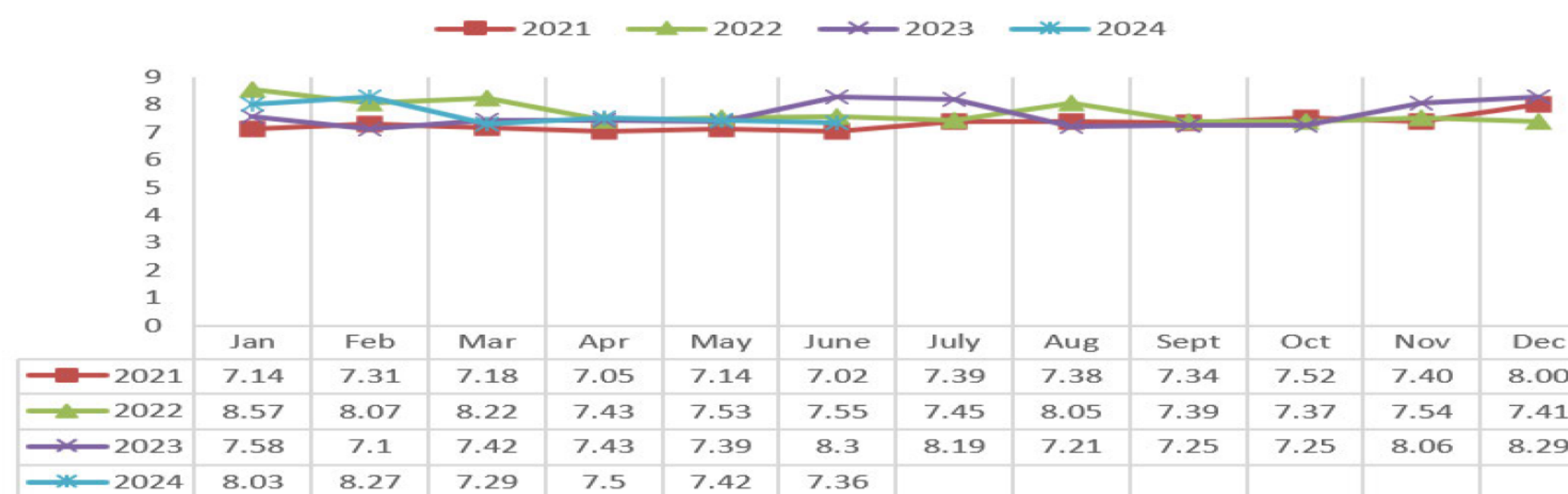
### YTD Incident Count by Response Zone ER#270 through 6/30/2024



## Average Response Time By Month

### Average Response Time By Month

#### 2021-2024 AVERAGE RESPONSE TIME BY MONTH



**Average Response Time (Month): 7:36 Minutes**

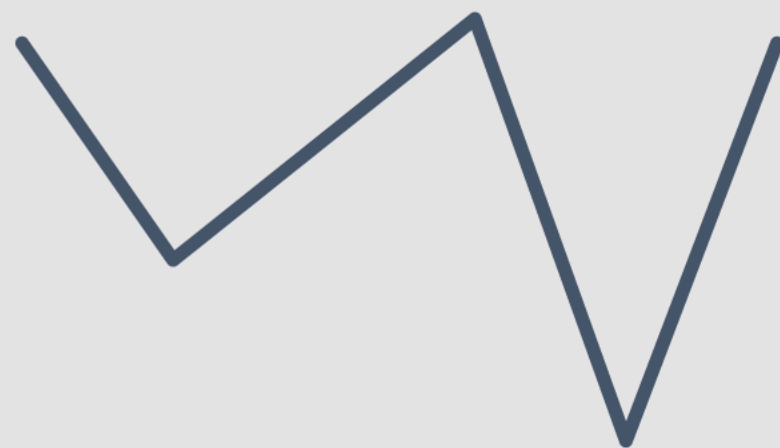
\*ER1645 Initial unit arrival-priority incidents-primary zones 1,2,3,4,6

## Breakdown per Zone May

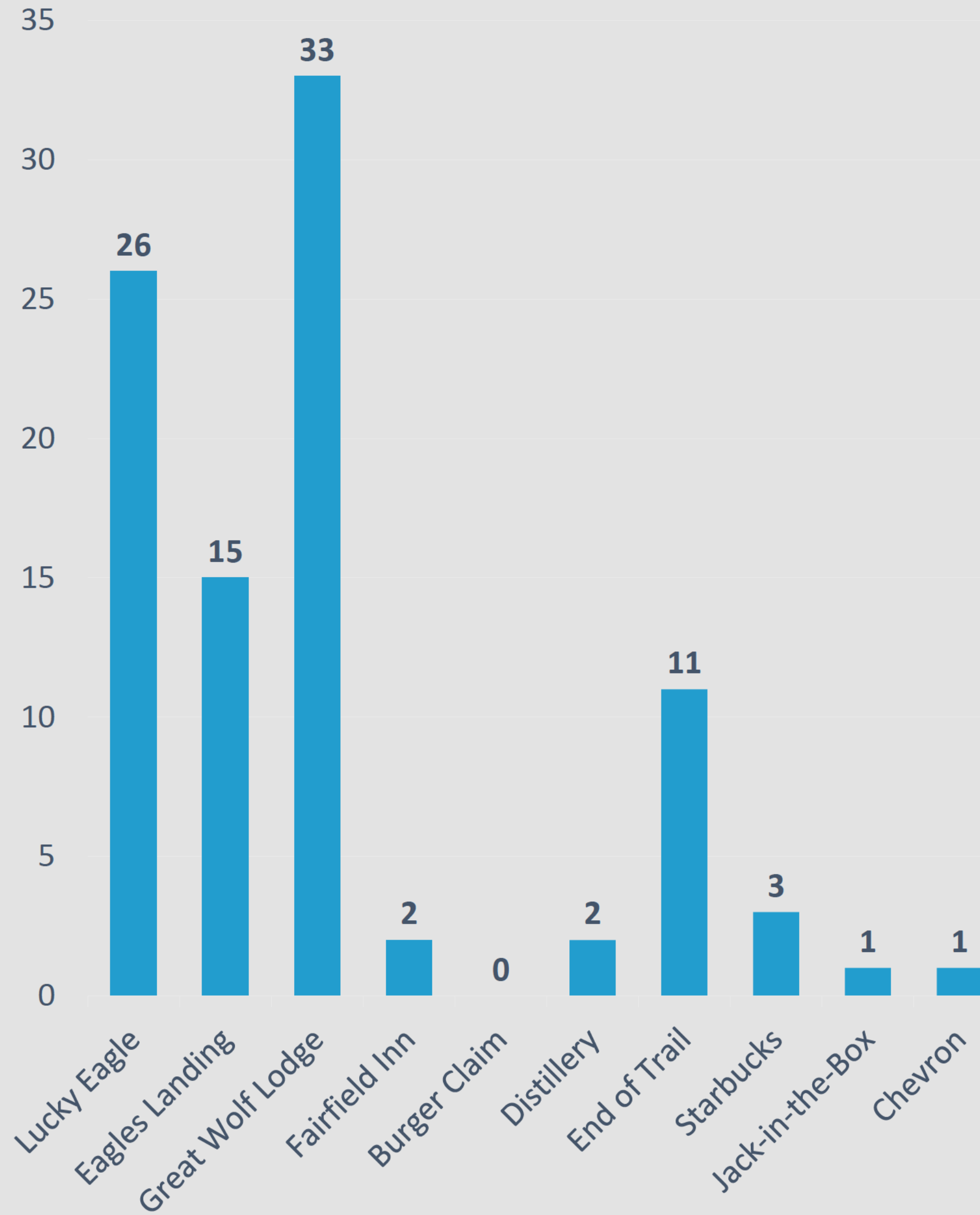
| ZONE                                   | # INCIDENTS |
|--|-------------|
| 1 - Grand Mound                        | 77          |
| 2 - Littlerock                         | 28          |
| 3 - Rochester                          | 52          |
| 4 - Scott Lake                         | 19          |
| 5 - Michigan Hill                      | 15          |
| 6 - Maytown                            | 16          |
| 8 - Bordeaux / Mima / Gate             | 2           |
| Capitol Forest - Capitol Forest Zone   | 2           |
| I-5 Sta 1 - I-5 Station 1-1 Area       | 7           |
| I-5 Sta 2 - I-5 Station 1-2 Area       | 3           |
| I-5 Sta 6 - I-5 Station 1-6 Area       | 4           |
| MA-BFD - Bucoda FD                     | 1           |
| MA-FD 2 - TCFD 2 - Yelm / Rainier      | 2           |
| MA-FD 4 - TCFD 4 - Tenino              | 2           |
| MA-FD 9 - TCFD 9 - McLane / Black Lake | 2           |
| MA-Grays Harbor - Grays Harbor County  | 1           |
| MA-TFD - Tumwater FD                   | 7           |

**TOTAL: 240**

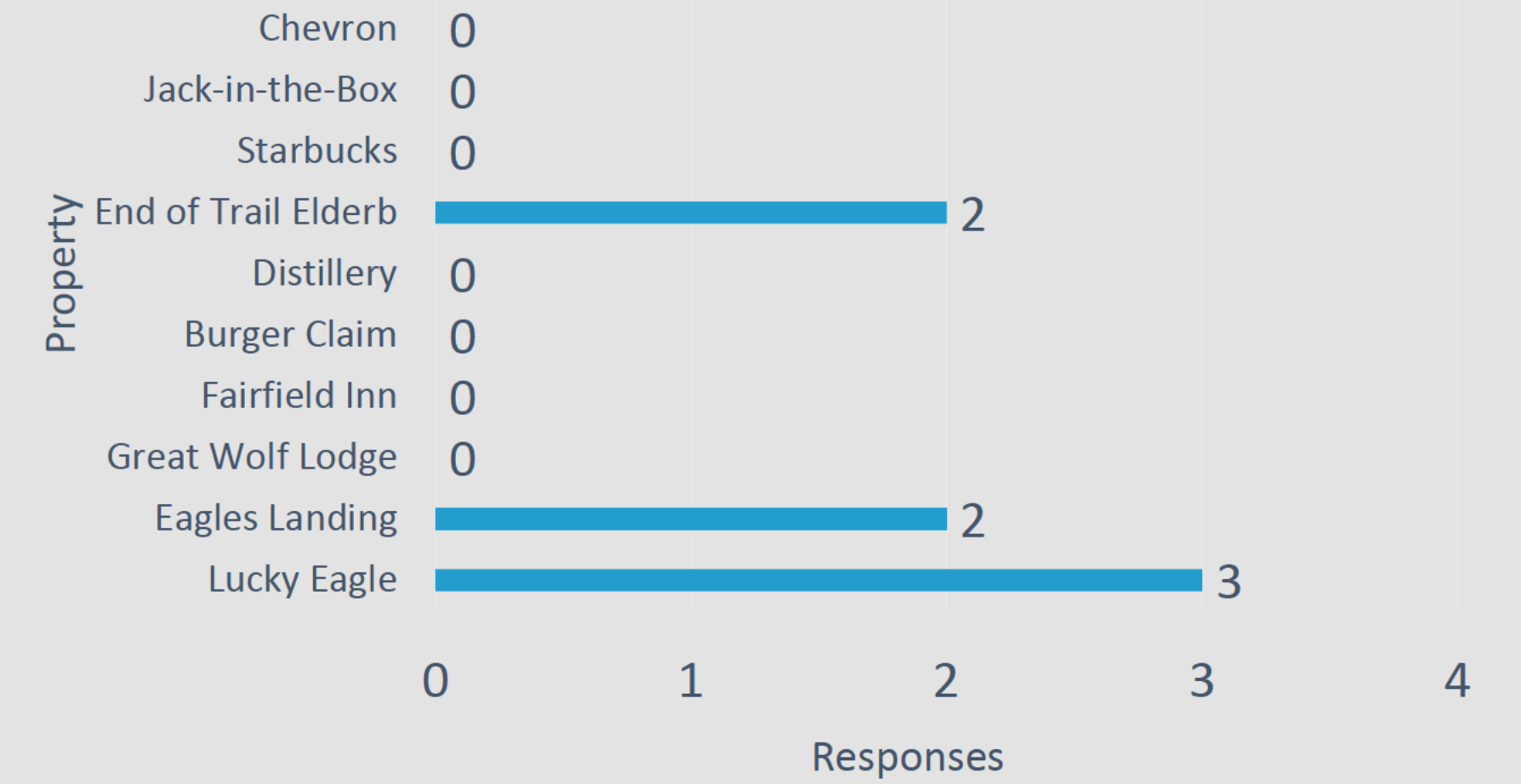
## 34% Overlapping Calls



## TRIBAL PROPERTY RESPONSES - YTD



## TRIBAL PROPERTY RESPONSES - June



# 7,007

Total Personnel Hours/June  
(Includes all volunteer  
and career time)

# 384

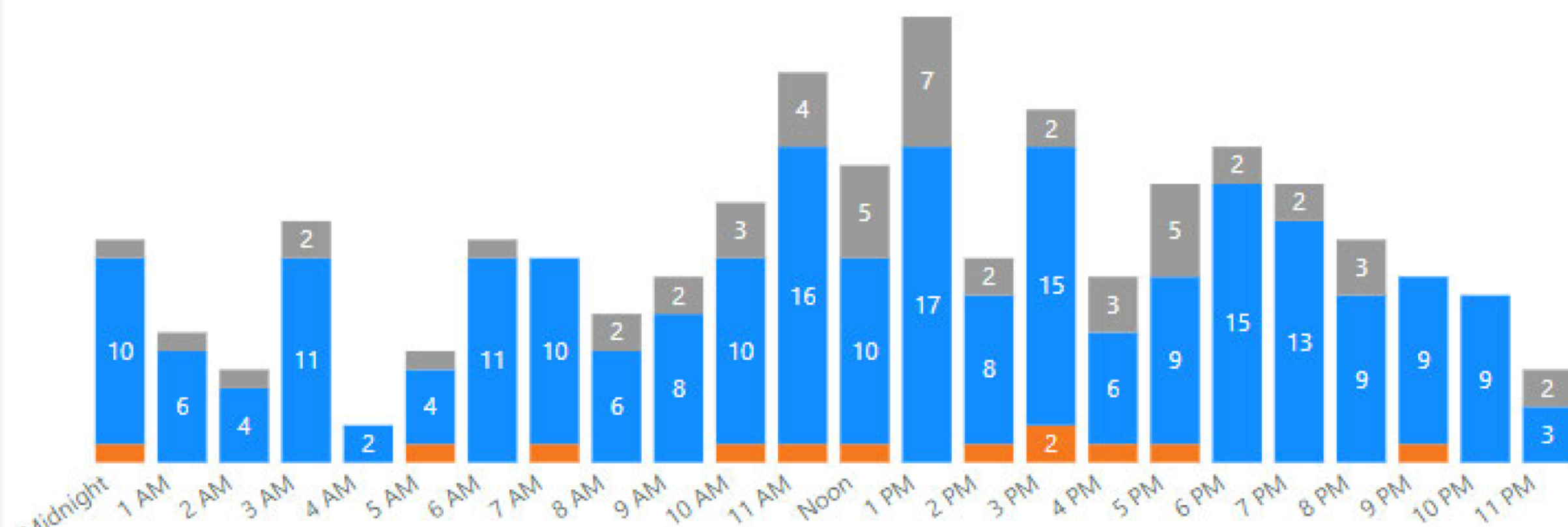
Shift Overtime Hours/June

# 621

Sick Leave Hours/June

### # of Incidents by Hour of the Day

Incident Category ● Fire ● EMS ● Other



### Busiest Days of the Week June

# Sunday

### 2024 Incidents by Category

75.51%

Medical Calls

3.31%

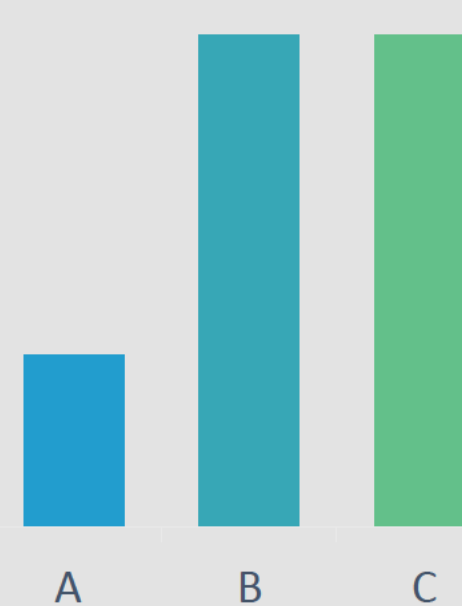
Fires

# 75%

EMS calls make up  
the largest  
percentage of calls

### Average Turnout Time Per Shift

1:14  
1:13  
1:12  
1:10  
1:09  
1:07  
1:06  
1:04





# OUR MISSION AND VISION/ RESPONSE STANDARDS/PERFORMANCE MEASUREMENTS

## MISSION

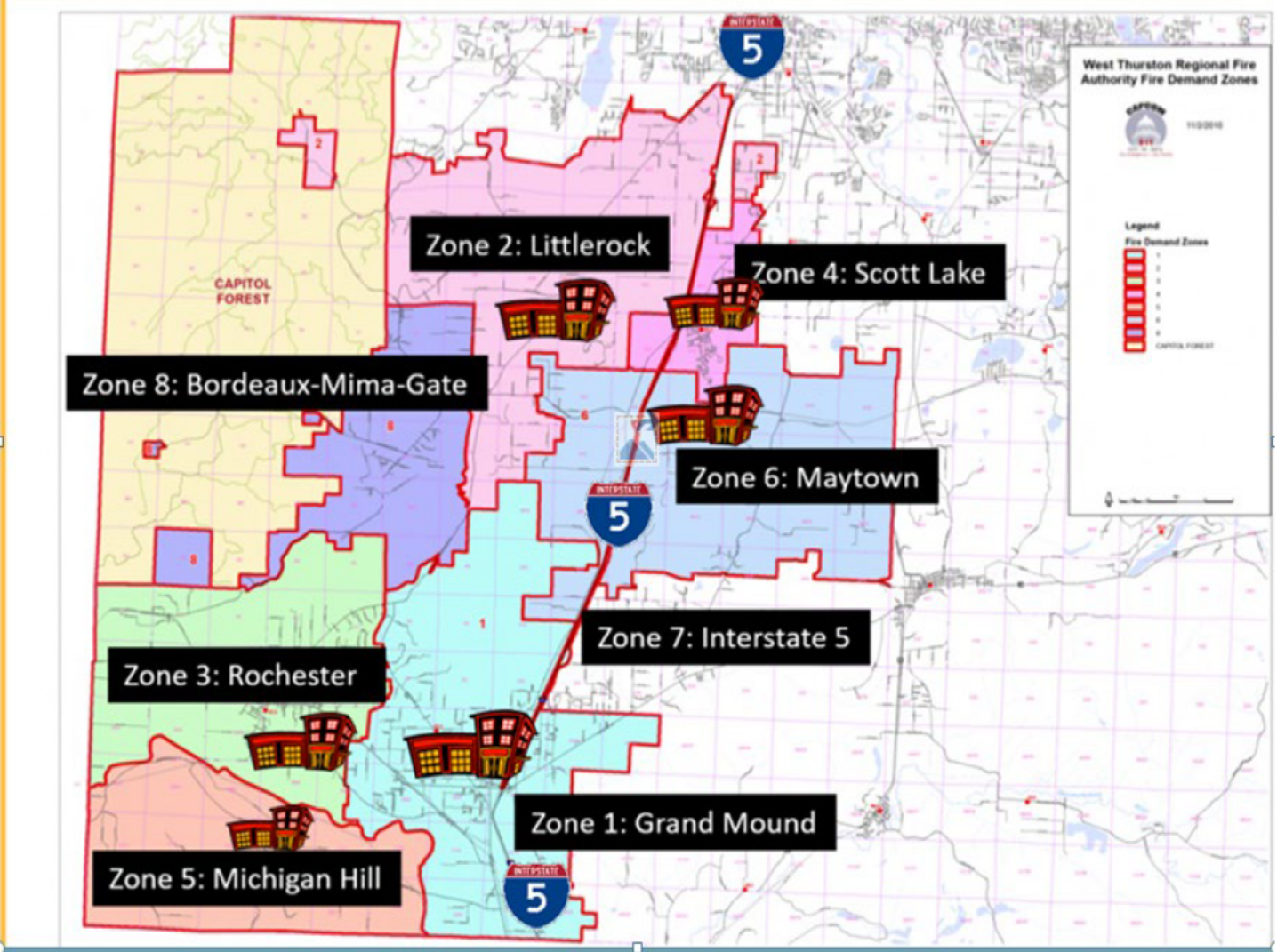
It shall be the mission of West Thurston Regional Fire Authority to develop, operate and manage resources granted by the people of the region to preserve lives and property in our communities by providing services directed toward prevention, management and mitigation of fire, emergency medical, rescue, and disaster incidents.

## VISION

To be recognized by our community as an agency that is responsive to the community's needs and concerns, we must be a model of excellence in providing services through education, prevention and mitigation in addition to fostering an environment of involvement, trust and cohesion: West Thurston should be a community service leader.

## OUR DISTRICT

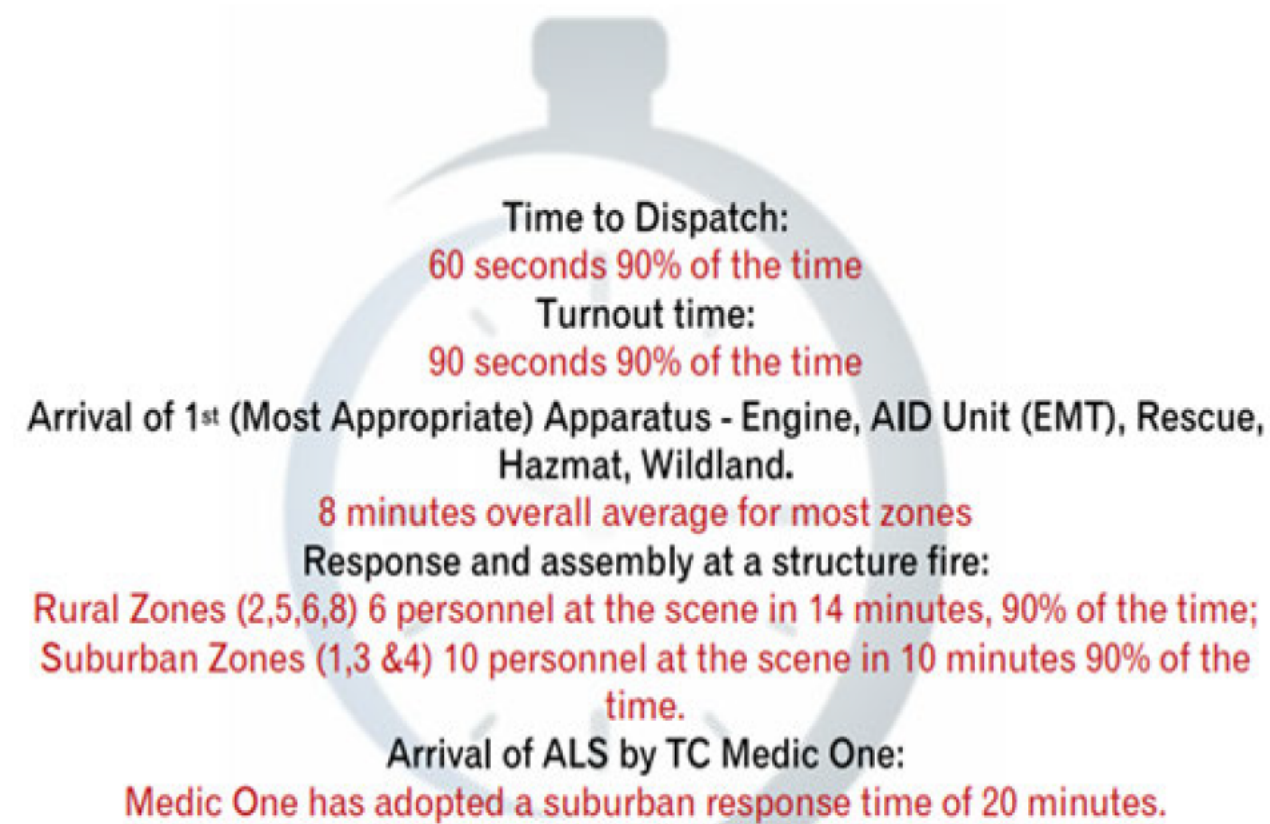
### THE RFA RESPONSE ZONES:



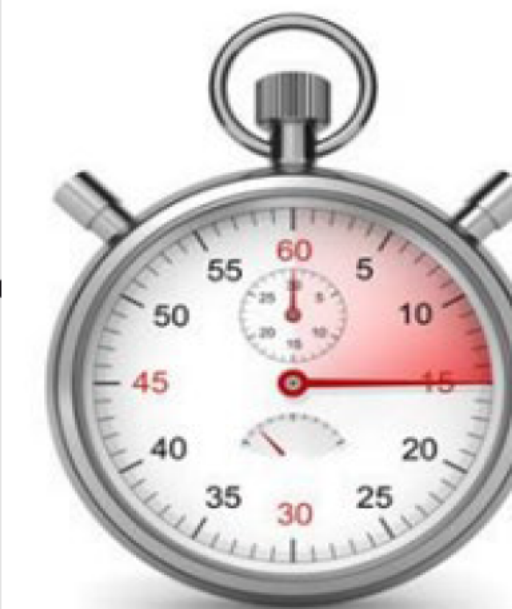
## OUR COMMUNITIES



|                      |        |
|----------------------|--------|
| ■ Population Served  | 25,000 |
| ■ Communities Served | 9      |



## Cardiac Arrest Survival



**0 Minutes**  
BREATHING STOPS; THE HEART WILL SOON STOP BEATING

**4-6 Minutes**  
POSSIBILITY OF LONG-TERM BRAIN DAMAGE

**6-10 Minutes**  
HIGH PROBABILITY OF LONG-TERM BRAIN DAMAGE

**Over 10-15 Minutes**  
CERTAIN IRREVERSIBLE BRAIN DAMAGE RESULTING IN DEATH